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JAN 25 1991 - FEB 7/91

URBAN/MUNICIPAL

FINANCE AND
ADMINISTRATION
COMMITTEE



K.E. AVERY
CITY CLERKJ.J. SCHATZ
DEPUTY CITY CLERK**THE CORPORATION OF THE CITY OF HAMILTON**
OFFICE OF THE CITY CLERKCITY HALL
HAMILTON, ONTARIO
L8N 3T4TEL: 546-2700
FAX: 546-2095**NOTICE OF MEETING****FINANCE AND ADMINISTRATION COMMITTEE****Thursday, 1991 January 24****9:30 o'clock a.m.****Room 233, City Hall**

URBAN MUNICIPAL

JAN 23 1991

GOVERNMENT DOCUMENTS

John Thompson
Secretary**A G E N D A**9:30
a.m.

1. **CONSENT AGENDA**
2. **ALDERMAN B. HINKLEY**
Realty Tax Payment Schedule
Report of Treasurer Attached
3. **CITY CLERK**
 - (a) Junior Achievement - Permission to Set up Table to Sell Their Product (Compact Disc Face)
 - (b) Citizen Appointments to Various Committees
4. **ALDERMAN D. AGOSTINO**
 - (a) Interview and Selection Process for Citizen Member Appointments to Boards and Committees
 - (b) H.E.C.F.I. and Reporting Relationship with Council
 - (c) Proposal to Amend Procedural By-law 82-203, Section 14(d) Respecting Procedure at Meetings of Council



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10:30
a.m.

5. IN-CAMERA SESSION

Commissioner of Human Resources (No Copy)

11:00
a.m.

BREAK

6. DELEGATIONS

11:05 a.m.

- (a) Mrs. Ourda Masmoudi - Relief from Payment of Development Charges for 1415 Upper Sherman Avenue

11:15 a.m.

- (b) Mr. E. J. Fothergill, Presbyterian Residences (Hamilton) Inc. - Relief of Payment of Development Charges for a Senior Citizens Community on the West Side of Rice Avenue, South of Chedmac Drive

- (c) Report of Grants Co-ordinator on the Account Related to Special Civic Receptions and Delegation Hosting

11:25 a.m.

- (d) Mr. Alfred C. Scales, President, Commonwealth Pharmaceutical Association - Request for Sponsorship of Luncheon at the Commonwealth Pharmaceutical Association Conference

11:35 a.m.

- (e) Mr. Victor Disyak, President, Hamilton Chapter of the Canadian Public Relations Society - Request for Sponsorship in Awards Programme

11:45 a.m.

- (f) Mr. Gord Phillips, Chair, Science Teachers' Association of Ontario - Request for Contribution to Help Host Luncheon at the 1991 Science Teachers' Association of Ontario Conference

11:55 a.m.

- (g) Mr. E. J. Sheehan, Convention Chairman, Lions Golden Horseshoe Convention 91 - Request for Sponsorship of Reception/Dinner/Hosting

12:05 p.m.

- (h) Classical Association of the Middle West and South (McMaster University) - Request for Civic Reception at Convention

12:30 p.m.

LUNCH

INTRODUCTION

The first part of the report is devoted to a general discussion of the problem and the objectives of the study.

The second part of the report is devoted to a detailed description of the experimental method and the results of the experiments.

The third part of the report is devoted to a discussion of the results and the conclusions of the study.

The fourth part of the report is devoted to a discussion of the results and the conclusions of the study.

The fifth part of the report is devoted to a discussion of the results and the conclusions of the study.

The sixth part of the report is devoted to a discussion of the results and the conclusions of the study.

The seventh part of the report is devoted to a discussion of the results and the conclusions of the study.

The eighth part of the report is devoted to a discussion of the results and the conclusions of the study.

EXPERIMENTAL METHOD

The experimental method used in this study is described in detail in the following sections.

The first section of the experimental method is devoted to a description of the experimental apparatus.

The second section of the experimental method is devoted to a description of the experimental procedure.

RESULTS AND DISCUSSION

The results of the experiments are presented in the following sections.

The first section of the results and discussion is devoted to a discussion of the results of the experiments.

The second section of the results and discussion is devoted to a discussion of the results of the experiments.

The third section of the results and discussion is devoted to a discussion of the results of the experiments.

The fourth section of the results and discussion is devoted to a discussion of the results of the experiments.

11. **FRENCH SUB-COMMITTEE**

Francophone Association of Municipalities of Ontario -
Membership

12. **CANADIAN COUNTRY MUSIC ASSOCIATION**

Country Music Week 1991 (Hamilton) - 1991 September 11-16

13. **FEDERATION OF CANADIAN MUNICIPALITIES**

Increase in Radio Licence Fees

3:00 p.m. 14. **IN-CAMERA AGENDA**

15. **NEW BUSINESS**

16. **ADJOURNMENT**

1. THE STATE OF TEXAS, COUNTY OF DALLAS, do hereby certify that the within and foregoing is a true and correct copy of the original as the same appears from the records of the County of Dallas, State of Texas.

Witness my hand and the seal of the County of Dallas, this 1st day of January, 1901.

CLERK OF THE COUNTY OF DALLAS, TEXAS.

Attest: My hand and the seal of the County of Dallas, this 1st day of January, 1901.

JOHN W. BROWN, County Clerk of Dallas County, Texas.

My commission expires the 1st day of January, 1902.

JOHN W. BROWN, County Clerk of Dallas County, Texas.

My commission expires the 1st day of January, 1902.

JOHN W. BROWN, County Clerk of Dallas County, Texas.

FINANCE AND ADMINISTRATION COMMITTEE

URBAN MUNICIPAL

1991 JANUARY 24

JAN 23 1991

C O N S E N T A G E N D A

GOVERNMENT DOCUMENTS

A. ADOPTION OF THE MINUTES - Regular Meeting of 1990 December 6

B. MANAGER OF PURCHASING

Replacement of Two (2) Garbage Packers, Units #9115/6

C. CITY CLERK

Civic Awards

- (i) Hamilton-Wentworth Aquatic Club
- (ii) Leander Boat Club
- (iii) Hamilton Transway Basketball Association

Use of City Hall Facilities

- (iv) Ukrainian Canadian Congress - Ukrainian Independence Day Celebration
- (v) American Waterworks Association - "Tapping Contest"
- (vi) Hamilton Mundialization Committee and Mayor's Race Relations Committee - Interfaith Meeting
- (vii) Regional Task Force on the Economy
- (viii) International Christian Bikers Association - Motorcycle Awareness and Safety Month
- (ix) Russian Art Exhibit During Visit of Soviet Union Delegation
- (x) Hamilton Seniors Games - Registration and Display of Banner
- (xi) Mayor's Race Relations Committee - International Day for Elimination of Racial Discrimination

JAN 23 1961

REPORT OF THE COMMISSIONER OF THE GENERAL LAND OFFICE

TO THE SECRETARY OF THE INTERIOR

RE: THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

CHAPTER I

THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

SECTION 1. THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

SECTION 2. THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

SECTION 3. THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

SECTION 4. THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

SECTION 5. THE LANDS OF THE UNITED STATES

IN THE STATE OF ALABAMA

- (xii) Committee Against Racism and Discrimination - International Day for Elimination of Discrimination
- (xiii) Black History Display
- (xiv) Federation of Canadian Municipalities of Ontario - Request for Resolutions for Consideration at 1991 Annual Conference

D. COMMISSIONER OF HUMAN RESOURCES

- (i) Staffing Classification - Culture and Recreation
- (ii) Appointments to and Terminations from Permanent Positions with the Corporation to 1991 January 15
- (iii) H.R.P.A.L. Conference

E. COURT OF REVISION

Hearing Re Local Improvement Complaints - 1991 February 7

F. DIRECTOR OF PROPERTY

- (i) Renewal of Lease - Canadian National Railways Lands East Side of Ferguson Avenue North, South of Strachan Street East
- (ii) Former Health Building - 74 Hughson Street South
- (iii) Union School - 634 Rymal Road West

G. CITY SOLICITOR

Report on Trip to Penza, USSR

H. TREASURER

- (i) Financing of the Hosting Provisions of the Fit Trek Delegations from the U.S.S.R.
- (ii) Financing of the Proposed 1991 Streetlight Construction Programme

- (iii) Financing of Construction of Sidewalks, Curb, and Road on Ridge Street from Chipman Avenue
- (iv) Financing of Independent Concrete Sidewalk Construction on the East Side of Nash Road at Barton Street
- (v) Sackville Hill Seniors' Centre - Temporary Financing for Soil Tests
- (vi) Status of Unclassified Revenue and Expenditures as at November 30, 1990
- (vii) Status of Hosting, Receptions and Related Accounts as at November 30, 1990
- (viii) Summary of Revenues and Expenditures for the Eleven Months Ended 1990 November 30 Compared With Budget

I. KEEP HAMILTON CLEAN COMMITTEE

Updated Terms of Reference

J. HAMILTON STATUS OF WOMEN SUB-COMMITTEE

Citizen Appointment to the Advisory Committee on Equitable Representation on Committees, Boards and Commissions to represent the Hamilton Status of Women Sub-Committee

K. ASSOCIATION OF MUNICIPALITIES OF ONTARIO

Large Urban Section - Tenth Annual Meeting - 1991 April 24-26, Oakville

Thursday, 1990 December 06
9:30 o'clock a.m.
Room 233, City Hall

A

The Finance and Administration Committee met.

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross
Alderman T. Cooke
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson

Absent with Regrets: Mayor R. Morrow - City business
Alderman J. Gallagher - City business

Also present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, City Treasurer
Mr. R. Hammel, Manager of Accounting
Mr. D. King, Manager of Internal Control, Treasury
Mr. K. Beattie, Grants Co-ordinator, Treasury Dept.
Mr. N. Adhya, Manager of Budgets, Treasury Dept.
Mr. C. Kerr, Budget Analyst, Treasury Dept.
Mr. J. Johnston, Commissioner of Human Resources
Mrs. D. Jones, Manager, Personnel Services
Ms. P. Noe Johnson, City Solicitor
Mr. P. Barkwell, Law Department
Mr. D. Powers, Law Department
Mr. R. Sabo, Law Department
Mr. S. Dembe, Manager, Licence Division
Chief G. Baker, Fire Department
Mr. J. Hindson, Director of Information Systems
Mr. J. Leuser, Director, Finance & Administration, HECFI
Mr. P. Baker, General Manager, Parking Authority
Mr. J. Thompson, Secretary

CONSENT AGENDA

A. MINUTES

The minutes of the special meeting of the Finance and Administration Committee held 1990 November 13 and the regular meeting held 1990 November 22 were received and adopted as circulated to the Members.

B. MANAGER OF PURCHASING

(i) CLEANING AND SEALING THIRTEEN (13) INDOOR POOLS

As outlined in a report of the Manager of Purchasing dated 1990 November 27, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Servicemaster Contract Services, Burlington, in the amount of \$23 941.25, being the lowest of two (2) quotations received, to clean and seal thirteen (13) indoor pools, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Operating Supplies Account No. CH56103 31330.

(ii) REPLACEMENT OF ONE (1) 100 FOOT AERIAL LADDER TRUCK, UNIT #1635, HAMILTON FIRE DEPARTMENT

As outlined in a report of the Manager of Purchasing dated 1990 November 22, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That a purchase order be issued to C. E. Hickey & Sons Co. Limited, Hamilton in the amount of \$705 017.65, being the lowest acceptable of three (3) proposals received, for the replacement of One (1) 100 foot Aerial Ladder Truck, Unit #1635 for the Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's proposal, and that this expenditure be financed from Vehicle Replacement Account #CH5X502 00101.
- (b) That a contract be entered into satisfactory to the City Solicitor.

(iii) REPLACEMENT OF FIRE PACKAGE BODIES ON TWO TRIPLE COMBINATION PUMPERS, HAMILTON FIRE DEPARTMENT

As outlined in a report of the Manager of Purchasing dated 1990 November 28, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That a purchase order be issued to Contran Manufacturing, London, in the amount of \$107 998, to replace Fire Package Bodies on two Triple Combination Pumpers for the Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from the Reserve for Major Vehicle Repairs Account No. CH25200 00103.
- (b) That a contract be entered into satisfactory to the City Solicitor.

C. CITY CLERK

(i) USE OF CITY HALL FOYER - CITY HALL CHRISTMAS CAROL PROGRAM

As outlined in a report of the City Clerk dated 1990 November 19, the Committee agreed to submit the following recommendation to City Council for approval:

That permission be granted to hold the City Hall Christmas Carol Program on the second floor foyer of City Hall on Friday, 1990 December 21 from 9:00 o'clock a.m. to 10:30 a.m.

(ii) USE OF COUNCIL CHAMBER AND ROOM 219 - 1991 WORLD DAY OF PRAYER

As outlined in a report of the City Clerk dated 1990 November 26, the Committee agreed to submit the following recommendation to City Council for approval:

That permission be granted to the Women's Inter-Church Council to use the Council Chamber from 7:30 p.m. to 8:30 p.m. and Room 219 from 6:30 p.m. to 9:30 p.m. for their annual World Day of Prayer service on Friday, 1991 March 1.

D. COMMISSIONER OF HUMAN RESOURCES**(i) STAFFING CLASSIFICATION - TREASURY DEPARTMENT**

As outlined in a report of the Commissioner of Human Resources dated 1990 November 30, the Committee agreed to submit the following recommendation to City Council for approval:

That the salary classifications for the following non-union positions in the Treasury Department be approved in accordance with the recommendation made by City Core Group.

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Manager of Internal Controls/Property/Taxation Project Co-ordinator	Perform an independent function within the City's organization to examine and evaluate its activities as a service to management; thus providing information about the adequacy and effectiveness of the organization's internal control and performance. Temporarily assigned responsibility for the co-ordination and direction of the implementation of a Realty and Business Taxation System capable of meeting the current and future requirements of the City and other users. *As of January 1, 1993 the position reverts to salary grade "H".	G*	\$55,823.56 - \$65,796.64
Financial Analyst	Assist in performing an independent appraisal function to examine and evaluate and provide information concerning the adequacy and effectiveness of the organization's internal control and performance.	L	\$39,040.04 - \$45,972.16
GST Financial Analyst	Research, analyze, recommend and implement policies and procedures related to the GST scheduled to be effective 1991 January 1 for a six month period.	N	\$33,932.08 - \$40,013.48

(ii) STAFFING CLASSIFICATION - MAYOR'S OFFICE

As outlined in a report of the Commissioner of Human Resources dated 1990 November 29, the Committee agreed to submit the following recommendation to City Council for approval:

That the salary classification for the following non-union position in the Mayor's Office be approved in accordance with the recommendation made by City Core Group members.

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Administrative Assistant II	To establish Mayor's Agenda and assist Mayor's staff in most aspects of office operations.	O	\$30,526.60 - \$35,877.92

(iii) **STAFFING CLASSIFICATION - CULTURE AND RECREATION**

As outlined in a report of the Commissioner of Human Resources dated 1990 November 30, the Committee agreed to submit the following recommendation to City Council for approval:

That the salary classifications for the following non-union position in the Culture & Recreation Department be approved in accordance with the following recommendation.

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Communications Co-ordinator	To promote internal and external communications through research, fund-raising, and development of marketing strategies.	K	\$42,566.68 - \$50,107.20
Curatorial Assistant	To assist in the preservation, security and safety of the museums' collection and buildings.	O	\$30,526.60 \$35,877.92

(iv) **MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

The Committee received a report of the Commissioner of Human Resources dated 1990 November 30 advising that in order to comply with the new Municipal Freedom of Information and Protection of Privacy Legislation, effective January 1991, the column entitled "Rate" in the "Appointments to and Terminations from Permanent Positions Listing" will be deleted.

(v) **APPOINTMENTS TO AND TERMINATIONS FROM PERMANENT POSITIONS WITH THE CORPORATION TO NOVEMBER 23, 1990**

As outlined in a report of the Commissioner of Human Resources dated 1990 November 30, the Committee agreed to submit the following recommendation to City Council for approval:

That the Appointments To and Terminations from Permanent positions with the Corporation to 1990 November 23, attached hereto and marked Appendix "A", be approved.

E. **TREASURER**(i) **FINANCING ADDITIONAL FUNDING FOR CITY'S SHARE OF SERVICES TO BE INSTALLED IN HIGHRIDGE ESTATES-STAGE 2 & HIGHRIDGE HILLS-STAGE 2**

As outlined in a report of the Treasurer dated 1990 November 29, the Committee agreed to submit the following recommendation to City Council for approval:

That the additional funding for the City's share of services to be installed in Highridge Estates - Stage 2 for \$200 and Highridge Hills - Stage 2 for \$2 200, in the gross amount of \$2 400, as referred to in Section 7 of the Seventeenth Report of the Transport and Environment Committee, be financed from the Reserve for City's Share of Services Through Unsubdivided Lands.

(ii) SUMMARY OF REVENUES AND EXPENDITURES FOR THE TEN MONTHS ENDED 1990 OCTOBER 31 COMPARED WITH BUDGET

The Committee received a report of the Treasurer dated 1990 November 20 containing a Summary of Revenues and a Summary of Expenditures by Standing Committee for the period ended 1990 October 1, comparing budget to actual for 1990 and also comparing the current percentage of actual to budget with the previous year's percentage.

(iii) POST AUDIT LETTER - RECOMMENDATIONS AND COMMENTS CONCERNING ACCOUNTING SYSTEMS, PROCEDURES AND CONTROLS FOR 1989

The report of the Treasurer dated 1990 November 29 was deferred to the next regular meeting for further review and discussion.

(iv) 1990-1991 USER FEES AND OTHER REVENUES BY DEPARTMENT

The report of the Treasurer dated 1990 November 29 was deferred to the next regular meeting for further review and discussion.

F. CITY SOLICITOR

(i) BY-LAW TO AMEND MUNICIPAL TAX LEVY BY-LAW 71-69 RESPECTING FEE FOR TREASURER'S TAX CERTIFICATE

As recommended by the City Solicitor in a report dated 1990 November 28, the Committee agreed to submit the necessary by-law to City Council to amend By-law No. 71-69, to provide for the increase in the fee charged for the issuance of a Treasurer's Tax Certificate from \$10.00 to \$15.00 effective January 1991.

(ii) BY-LAW TO AMEND MARKET BY-LAW NO. 81-180 RESPECTING FEES

As recommended by the City Solicitor in a report dated 1990 November 26, the Committee agreed to submit the necessary by-law to City Council to increase the fees for usage of Hamilton Farmers' Market by 5%, rounded to the nearest dollar.

G. HAMILTON HYDRO ELECTRIC SYSTEM

The letter from Mr. C. K. Earle, General Manager and Secretary, Hydro-Electric Commission, dated 1990 November 20 advising that effective 1991 January 1, the cost of power from Ontario Hydro will be increased by approximately 8.8%, was received.

REGULAR AGENDA

1. RECOGNITION OF ACHIEVEMENT

The Committee recognized and congratulated Mr. Joseph Spiler, an employee of the Treasury Department, for his recent attainment of the C.M.A. Accounting Designation.

2. CANADIAN COUNTRY MUSIC WEEK CONVENTION GRANT

It was moved by Alderman Agostino, seconded by Alderman Jackson, and carried, that the following resolution by submitted to City Council:

That the request for a grant in the amount of \$22 500 to be used to offset expenses associated with the President's Dinner and Citation Awards to be provided during the Canadian Country Music Week Convention to be held in the City of Hamilton at the Hamilton Convention Centre 1991 September 10 - 16, be denied.

NOTE: At its meeting 1990 November 27, City Council referred back Section 11 of the Twenty-Sixth Report of the Finance and Administration Committee which recommended approval of the above grant for further review.

The above recommendation is consistent with the General Criteria for the consideration of grants which states: "consideration will not be given to a similar application which has also been submitted to the Regional Municipality of Hamilton-Wentworth."

In this regard, the Region, through its Economic Development Department, has committed \$20 000 toward this Convention.

3. CITY CLERK

(a) ENGLISH LANGUAGE SUB-COMMITTEE - TERMS OF REFERENCE AND COMPOSITION

As outlined in a report of the City Clerk dated 1990 December 3, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That, as recommended by the Alliance for the Preservation of English in Canada, Hamilton Branch, the "English Sub-Committee" the establishment of which was approved by City Council 1990 October 9, be officially recognized as the "English Language Sub-Committee".
- (b) That the English Language Sub-Committee be composed of six (6) English speaking citizens of any ethnic background and one (1) Member of City Council, and that the Sub-Committee report to the Finance and Administration Committee.
- (c) That the English Language Sub-Committee provide a liaison between the City of Hamilton and the English speaking community by looking into the English speaking situation with the authority to recommend solutions and means of action regarding the problems encountered by Hamilton's English speaking community.

NOTE: At its meeting held 1990 October 9 City Council, on the recommendation of the Finance and Administration Committee, approved of the establishment of an English Sub-Committee to represent Hamilton's English speaking community. The Finance and Administration Committee advised that it would report back to City Council on the composition and terms of reference of the new Sub-Committee. The above recommendations are consistent with the terms of reference for the French Sub-Committee.

(b) CITY APPOINTMENTS TO VARIOUS COMMITTEES/LOCAL BOARDS/COMMISSIONS

The Committee had before it copies of letters of application for citizen appointment to the following Committees/Local Boards/Commissions:

- Hamilton Civic Hospitals Board of Directors
- Hamilton Entertainment and Convention Facilities Inc.
- Hamilton Hydro Electric Commission
- Keep Hamilton Clean Committee
- Property Standards Committee
- Hamilton Housing Company Limited

In keeping with City Council's policy, the Committee agreed to interview all the applicants for citizen appointment on Thursday, 1990 December 20.

Following a preliminary review of all the applications received, it was the general consensus of the Committee that an interview would not be necessary for the following applicants as they are well known to the Committee, however, an interview will be arranged if they request one:

- Jack R. Jones, Hamilton Civic Hospitals Board of Directors
- Joan McKee, Hamilton Civic Hospitals Board of Directors
- Frank Denardis, HECFI
- Mary Dow, HECFI
- Jackie Isbester, HECFI
- Marcel Mongeon, HECFI
- Leslie Pasis, HECFI
- Jack Pelech, HECFI
- Chuck Renaud, HECFI
- Marvin Ryder, HECFI
- Reg Wheeler, Hamilton Hydro Electric Commission

(c) LICENSING AND REGULATING OF TOW TRUCKS

As outlined in a report of the City Clerk dated 1990 November 30, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That a sub-committee, composed of three (3) Members of City Council, be appointed to receive input from the Tow-Truck Industry, the Hamilton-Wentworth Regional Police and other interested groups or individuals respecting this issue at a Public Meeting to be held in January of 1991.
- (b) That the City Solicitor be authorized and directed to prepare a draft by-law respecting the licensing and regulating of the Tows-Truck Industry for consideration at the Public Meeting.

It was brought to the attention of the Committee that the following Members of City Council have indicated an interest in serving on this Sub-Committee: Aldermen W. McCulloch, D. Drury, and H. Merling.

4. ADVISORY COMMITTEE ON VISIBLE MINORITIES

As outlined in a report of the Secretary of the Sub-Committee to Review Visible Minority Survey, dated 1990 November 29, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the following composition for the Advisory Committee on Equitable Representation on Committees, Boards and Commissions be approved:
 - (i) Members of the Sub-Committee to Review the Visible Minority Survey consisting of:
 - (i) Alderman D. Agostino, Chairman
 - (ii) Alderman M. Kiss
 - (iii) One additional Member of City Council (optional)
 - (iv) Mr. Michael Webber, Chairman of the Mayor's Race Relations Sub-Committee on Commissions and Committees
 - (v) Mr. Tyrone Childs, member of the Mayor's Race Relations Committee
 - (ii) One representative from the Hamilton Status of Women Sub-Committee.
 - (iii) One representative from the Regional Advisory Committee for the Disabled.
 - (iv) Three members from the community at large.
- (b) That the City Clerk be directed to advertise for three citizen members for the Advisory Committee in The Hamilton Spectator, Brabant and the larger ethnic newspapers.

5. HAMILTON STATUS OF WOMEN SUB-COMMITTEE

As outlined in a report of the Secretary of the Hamilton Status of Women Sub-Committee dated 1990 November 22, the Committee approved the revised Terms of Reference and Guidelines for the Hamilton Status of Women Sub-Committee.

6. TAXI ADVISORY COMMITTEE

The Committee had before it a report of the Taxi Advisory Committee dated 1990 December 3 containing the following recommendations:

- a) That the term for which Class "C" Livery Vehicle Licences are issued covering 1991 be limited to the period from January 1, 1991 to June 28, 1991, in contemplation of eliminating this class of licence.
- b) That the 1991 Licence Fee respecting Class "C" Livery Vehicle Licences be reduced to reflect the reduced term of the licence.
- c) That a subcommittee of the Finance and Administration Committee, composed of three members of City Council, be requested to hold a Public Meeting early in 1991 to receive input from the local School Boards, Taxicab Brokers, Owners and Drivers, Livery Vehicle Drivers and members of the general public on the elimination of the Class "C" Livery Vehicles.
- d) That the Licence Division be authorized to send special notice, along with the 1991 Notice to Renew Licence, to all Livery Vehicle Owners of City Council's intention to eliminate this class of licence.
- e) That the City Solicitor be authorized and directed to prepare a by-law to amend By-law 89-249 (Taxicabs and Livery Vehicles) to reflect the foregoing for submission to City Council concurrently with the recommendations.

In discussion it was suggested that the above recommendations be referred back to the Taxi Advisory Committee with the request that a public meeting be held to receive input from all affected parties before a by-law is drafted.

Following discussion, it was moved by Alderman Copps, seconded by Alderman Jackson and carried, that the recommendations of the Taxi Advisory Committee, as outlined in their report of 1990 December 3, be denied.

Mr. S. Dembe, Manager, Licence Division, was requested to review the structure and composition of the Taxi Advisory Committee in order to ensure a well balanced Committee and report back. It was suggested for example that Class "C" Livery Vehicle drivers be added to the composition of the Committee.

7. **BINGO HALLS AND THE USE OF RECYCLED PAPER**

The Committee had before it a report of Alderman D. Drury containing recommendations on Environmental Tobacco Smoke in bingo halls and the use of recycled paper.

After consideration, the following action was taken:

- (a) That the following recommendation be received:

"That the City of Hamilton pass a resolution to request the Regional Municipality of Hamilton-Wentworth Health Department to carry out a program to monitor the amount of smoke in the air and that steps be taken to reduce this pollutant considerably. (For example, use of outside ventilation, smoke eaters).

- (b) The following recommendation be referred to Mr. S. Dembe, Manager, Licence Division, for consideration and recommendation:

"That the City of Hamilton amend the by-law covering bingo games to require the use of recycled paper by 1992 January 1 in all bingo halls licensed by the City of Hamilton".

8. **CITY SOLICITOR**

As outlined in a report of the City Solicitor dated 1990 November 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the designation "Law Department" be adopted and circulated to all City departments for uniform reference.

9. **HAMILTON HARBOUR STRATEGY**

Discussion ensued on the structure and composition of the Hamilton Harbour Commission.

Following discussion, the Committee agreed to submit the following recommendations to City Council:

- (a) That, consistent with the current procedure respecting the selection of citizen members to various Committees, Boards and Commissions, the City Clerk be authorized to publish a public notice inviting citizens of the community to submit their name to serve on the Hamilton Harbour Commission as the Federal Government's appointee.

- (b) That from the applications received, and as a result of interviews conducted by the Finance and Administration Committee, the applicants be short listed for Council's approval and forwarded to the Federal Government as nominees of Hamilton City Council to be considered for appointment to the Hamilton Harbour Commission.
- (c) The a formal invitation be extended to the three (3) local members of the Federal Government to meet with the Finance and Administration Committee at their convenience to discuss the composition of the Hamilton Harbour Commission.

10. **DELEGATIONS**

- (a) **MS. BERNICE PRICE, THE HAMILTON SAFETY COUNCIL - REQUEST TO HANG PRESIDENTS' PLAQUE AT CITY HALL**

The Committee agreed to submit the following recommendation to City Council:

That the request of the Hamilton Safety Council for permission to hang their Presidents' Plaque in City Hall be approved.

- (b) **MR. G. R. PURDY, HAMILTON CHAPTER OF SCIENCE FOR PEACE - MOTION OF SUPPORT FOR A COMPREHENSIVE NUCLEAR TEST BAN**

As recommended by Mr. G. R. Purdy, who was in attendance on behalf of the Hamilton Chapter of Science for Peace, the Committee agreed to submit the following recommendation to City Council for approval:

That the following resolution concerning a comprehensive nuclear test ban be endorsed:

WHEREAS negotiation of a comprehensive nuclear weapons test ban is the single most important step which could now be taken to prevent nuclear war, as well as to create a political climate favourable for further multilateral disarmament agreements, and

WHEREAS the City of Hamilton expects the Government of Canada to provide the leadership of a nation committed to peace;

THEREFORE be it resolved that Hamilton City Council urge the federal government to actively support negotiations for a comprehensive nuclear weapons test ban in every appropriate international forum, including the United Nations and the Conference on Disarmament.

11. **PARKING AUTHORITY**

- (a) **RENTAL OF SITE FOR MUNICIPAL PARKING - 22 AND 30 BAY STREET SOUTH, PLUS 191 KING STREET**

As recommended by Mr. Peter G. Baker, General Manager, in a report dated 1990 November 26, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the City lease the lands located at 22 and 30 Bay Street South, Hamilton, plus 191 King Street West, Hamilton, from Leggat Investments Limited and Oakland "6" Limited for the purpose of providing public parking under the management of the Parking Authority, at a rate of \$197 000 per annum (net) for an initial fixed term from 1991 February 1 to 1991 November 30 with the right to renew, subject to OMB approval, for an additional term of four years and two months expiring on 1996 January 31. Lease is to include terms and obligations provided for in the Offer to Lease negotiated by the Hamilton Parking Authority, attached hereto as Appendix "B".
- (b) That the Mayor and City Clerk be authorized to execute the amending Schedule "C" in the form attached hereto as Appendix "C" to amend the said Offer to Lease to provide for the proposed leasing upon the above terms.
- (c) That the City Solicitor be authorized to apply to the Ontario Municipal Board for approval of the proposed lease renewal term of 1991 December 1 to 1996 January 31.

(b) **RENTAL OF SITE FOR MUNICIPAL PARKING - MAIN AND HUGHSON STREETS (CARPARK #59)**

As outlined in a report of the General Manager of The Parking Authority, dated 1990 November 27, the Committee agreed to submit the following recommendation to City Council for approval:

That the City of Hamilton lease back the land located at the intersection of Main and Hughson Streets, presently known as Carpark #59, once this parking lot becomes the property of the DeSantis Group Inc., this lease to cover the period from the closing of the sale of the land (1990 December 3) until the commencement of construction on the site (1991 May), subject to the following terms:

- (i) The City and Parking Authority shall remain in possession of the property subject to termination by either the City or DeSantis Group Inc. on sixty (60) days notice;
- (ii) DeSantis Group Inc. shall receive all gross revenues subject to the following deductions:
 - (a) 10% of the Gross Revenue as Administration Fee to the Parking Authority;
 - (b) All operating expenses, including labour, utilities, maintenance, insurance, realty taxes, and business taxes.

12. **TREASURER**

(a) **ADDITIONAL TREASURY USER FEES**

As outlined in a report of the Treasurer dated 1990 November 29, the Committee agreed to submit the following recommendations to City Council for approval, as amended:

- (a) That the Treasurer be authorized to implement the following user fees for services performed by the Treasury Department, effective 1991 January 1:

	<u>1990 Fee</u>	<u>1991 Fee</u>
(i) Tax Registrations	\$500.00	\$550.00
(ii) Cheques returned N.S.F. on all items		\$ 14.00
(b) That these fees be increased annually for the rate of inflation rounded to the next dollar, to offset the City's administrative and processing costs in handling these items.		

NOTE: Amended by increasing 1991 fee from \$525. to \$550. Aldermen Agro and Jackson were recorded as opposed to the amendment.

(b) UNCONDITIONAL GRANTS

The Committee received a report of the Treasurer dated 1990 December 3 dealing with Unconditional Grants.

(c) REVISED PROCEDURES FOR MONITORING AND CONTROL OF CURRENT EXPENDITURE ACCOUNTS

As outlined in a report of the Treasurer dated 1990 November 26, the Committee agreed to submit the following recommendations to City Council for approval:

That, effective 1991 January 1, the revisions to expenditure control for the current budget as detailed on the Schedule attached hereto and marked Appendix "D", be implemented, which in general provide:

- (a) that the departments control their accounts by total departmental budget (bottom line), with the exception of the Streets, Parks, Recreation, and Property Maintenance operations which will be controlled by function (e.g. Streets-Winter Control, Recreation-District Centres);
- (b) that the actual expenditures, which will include under-spent and over-spent individual accounts, be reviewed and approved by the Standing Committees at the time of presentation of the departmental annual estimates;
- (c) that, as a result of the above, transfers of appropriation normally made between accounts during the year will not be made, and Council will be reviewing budget amounts which will not have changed from the original estimates;
- (d) for "housekeeping" amendments to the Travel and Training Courses procedures as noted on Page 2 of Appendix "D" under 3)i)a) and 3)ii);
- (e) for clarification of monitoring of some non-department accounts, as noted on Page 4, under 5)vii);
- (f) for an increase in the allowable limits at each stage of approval for those expenditures not covered by the purchasing procedures or other legislation as noted on Page 4, under 6);
- (g) that the standard letter to Committee with respect to paying of holdbacks be eliminated as noted on Page 4, under 7).

(d) REVISIONS TO PURCHASING POLICY

As outlined in a report of the Manager of Purchasing dated 1990 November 30, the Committee agreed to submit the following recommendations to City Council for approval:

That the following revisions to the Purchasing Policy be approved:

- (a) That the reference to Director of Purchasing be changed to Manager of Purchasing.
- (b) That the reference to Purchasing Department be changed to Purchasing Division, Treasury Department.
- (c) That Policy #1 be amended by deleting the word "organizations" and adding "Committees of Council".
- (d) That the spending limits, which were approved in 1975, in Policy #3 be changed as follows:
 - i) Field Purchase Order - change from \$100 to \$200
 - ii) Issuing Purchase Orders where funds are in budget - maximum approval
 - aa) Department Head and Purchasing staff - change from \$101 to \$201 and from \$5 000 to \$15 000
 - bb) Department Head and CAO - change from \$5 001 to \$15 001 and from \$15 000 to \$25 000
 - cc) Mayor or Chairman of Standing Committee and CAO - change from \$25 000 to \$50 000
 - dd) Council - change from over \$10 000 to over \$50 000
- (e) That Policy #6, Exception #2 be amended by adding "and agencies that are members of the Co-operative Purchasing Group".
- (f) That Policy #7 be amended by adding to the first paragraph "When it is decided that the City/Region will participate in a Co-operative Purchasing tender, the policy of the agency calling the Tender/Proposal/Quotation will be followed."
- (g) That Policy #9 be amended to read:

Only the Purchasing Division shall dispose of declared surplus property in the most cost efficient and effective manner after approval has been received from the Chief Administrative Officer. Any useable equipment or material must be offered, first to other user Civic/Region departments and Agencies, secondly to the Area Municipalities, and then to public agencies within the Co-operative Purchasing Group. If there is still property to be disposed of it can be sold through sealed bids or public auction. If it is not sold or disposed of in any of the above, it shall be declared scrap and disposed of accordingly.

No employee or elected official shall bid on the sale of goods except those disposed of by public auction or by sealed bids.

No employee of the City, working at the auction, shall bid for any such items.
- (h) That Policy #13 Local Preference buying not be amended.

- (i) That the Procedures for Construction and Demolition Contract Requirement, attached hereto and marked Appendix "E", be approved as amended. See *'s and notes.
 - (j) That the following be added to Policy #3
 - i) The amounts stated are to be increased annually in accordance with the Consumers' Price Index and rounded to the nearest \$1 000, except for d) i) which shall be to the nearest \$100.
- (e) **TRANSFER OF CITY ACCOUNTS RELATED TO PARKING METERS TO THE PARKING AUTHORITY ACCOUNTS**

As outlined in a report of the Treasurer dated 1990 November 27, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the expenditure and revenue accounts related to parking meters, namely:

1)	CH 5XXXX-25325	Parking Meter Collection - Treasury	\$117,920
2)	CH 5XXXX-75915	Parking Meter Maintenance - Traffic	139,780
3)	CH 4XXXX-75925	Revenue - On-Street Meters - Traffic	(600,850)
4)	CH 44041-25325	Meter Collection Fee - Treasury	(54,940)
5)	CH 54119-23000	Provision for Off-Street Parking - Finance	<u>398,090</u>
Net Transfer			<u>0</u>

be transferred as at 1991 January 1 to the accounts of the Parking Authority for the administrative purposes of:

- i) consolidating these accounts under one cost centre in the Parking Authority budget, inasmuch as the Parking Authority's Reserve for Off-Street Parking receives the net revenue from this operation;
 - ii) providing the Parking Authority with access to the monitoring of these accounts on an on-going basis, and allowing them and other users to review the results of all parking meter operations which affect the Reserve;
 - iii) simplification of stock control (meter parts) in the Traffic Department by eliminating the need to separate the on-street and off-street stock as is presently the case.
- (b) That it is understood the responsibility for policies relating to the placing or removal of meters from any location will remain with the Traffic Department through reporting to the Transport and Environment Committee of the City or to the Engineering Services Committee of the Region.
- (f) **CAPITAL PROJECTS IN PROGRESS AS AT SEPTEMBER 30, 1990**

As outlined in a report of the Treasurer dated 1990 November 29, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the Summary of Capital Projects in Progress as at 1990 September 30, attached hereto as Appendix "F", be received for information.
- (b) That the following projects are being removed from this Status Report because they have been satisfactorily completed and, will be deleted from the Treasurer's records as 1990 December 31:

<u>No.</u> (1)	<u>Description</u> (2)	<u>Gross Cost</u> (3)
32	New Computer Workstations	\$ 75,000
34	Replacement of Rink Slab & Boards-Mountain Arena	496,000
41	H.S.P.C.A. Capital Grant	282,000
320	Sir Winston Churchill Centre-Filtration System	150,000
367	Sackville Hill Park - Pave Parking Lot	60,000
383	Bow Valley Creek - Alterations	60,000

- (c) That the following previously approved projects, which have not been proceeded with for various reasons, be cancelled and deleted from the status report:

<u>No.</u> (1)	<u>Description</u> (2)	<u>Gross Cost</u> (3)
2	Ceramic Belting Replacement and Window Repair - City Hall	\$ 40,000
45	Major Upgrading of City Hall - Needs Study	100,000
213	Parking Authority - John/Rebecca Decking	2,600,000
215	Parking Authority - King William/Mary Decking	100,000

13. **REPORT OF THE MANAGEMENT TEAM ON THE 1991-1995 CAPITAL BUDGET**

As outlined in a report of Mr. J. J. Schatz, Secretary, Management Team, dated 1990 December 3, the Committee adopted the following recommendation:

That the enclosed listing of 1991-1996 Capital Projects as outlined and included in the 1991-1995 Provisional Capital Budget be reviewed, revised, endorsed and forwarded to the Finance and Administration Committee for consideration to be included in the 1991-1995 Capital Budget.

14. **IN-CAMERA AGENDA**

The Committee retired to meet in-camera to discuss private and confidential reports of the City Solicitor regarding settlements of claims.

Reconvening in open session the Committee agreed to submit the following recommendations to City Council for approval as recommended by the City Solicitor in various reports:

1. (a) That the City of Hamilton offer to settle Ontario Court of Justice (General Division) Action No. 4371/84 by the payment of \$28 000 inclusive of pre-judgment interest, legal costs and disbursements to the Plaintiffs, James Morris, Sandra Morris and Jonathan Morris.
- (b) That the Plaintiffs, James Morris, Sandra Morris and Jonathan Morris be required to provide a Full and Final Release to the City of Hamilton in a form satisfactory to the City Solicitor and that the Ontario Court of Justice (General Division) Action No. 4371/84 be dismissed as against The Corporation of the City of Hamilton

2. (a) That the City agree to resolve Ontario Court of Justice (General Division) Action No. 7187/70 by the payment to the Plaintiff, Memorial Gardens (Ontario) Ltd., of the following sums:
 - (i) Damages in the amount of \$21 212.50.
 - (ii) Interest on the damages at 3% per annum calculated from 1977 August 1st to the date of payment.
- (b) That the City obtain from the Plaintiffs a Deed to the effected property.
- (c) That the Action be dismissed as against the City of Hamilton.
3. That, with respect to the City of Hamilton ats Andrea Horvath, the City resolve this compensation claim on the following terms:
 - (a) The City shall pay to Andrea Horvath the sum of \$1 616.83.
 - (b) That the City forgive rental arrears owing by Andrea Horvath in the amount of \$207.13.
 - (c) That the City shall pay legal costs to Andrea Horvath in the amount of \$500.
 - (d) That Andrea Horvath execute a Release satisfactory to the City Solicitor.
4. (a) That the City agree to resolve Ontario Court of Justice (General Division) Action No. 3984/86 by the payment of \$2 500 inclusive of interest and cost to the Plaintiffs, Barbara and Leydon MacDonald.
- (b) That the Plaintiffs be required to execute a Release satisfactory to the City Solicitor and that the action be dismissed as against the City of Hamilton without costs.
5. That the City agree to resolve Ontario Court of Justice (General Division) Action No. 19214/90 on the following terms:
 - (i) That with respect to the injury to City employee, David C. Biggs, the City accept \$7,706.96 inclusive of interest and costs in full and final settlement of the claim.
 - (ii) That with respect to the injuries to City employee, John Maracle, the City accept \$13,002.70 inclusive of interest and costs in full and final settlement of the claim.
 - (iii) That the City execute any necessary Releases and Consent to the dismissal of the action without costs.

The Committee received an Information Report of the City Solicitor dated 1990 November 29 re City of Hamilton & Winning et.al. -v- Brennan et.al., Ontario Court of Justice (General Division) Action No. 2473/83 - Third Party's Motion to dismiss for delay.

ADDED ITEMS

The Committee had before it a copy of a letter from Mayor Arthur C. Eggleton, dated 1990 November 20, to Mayor Robert M. Morrow regarding the issue of violence against women.

As recommended by Mayor Eggleton, the Committee agreed to submit the following recommendation to City Council for approval:

That Hamilton City Council support the plan of the City of Toronto Safe City Committee to ask the Federal Government to establish a Royal Commission on violence against women.

ADJUSTMENT TO TAXI METERS TO INCLUDE G.S.T.

The Committee agreed to submit the following recommendations to City Council for approval:

- (a) That City of Hamilton By-law No. 89-249 Regulating Taxicabs be amended to permit taxi meters to be adjusted to include the Goods and Services Tax at the applicable rate as it exists from time to time, and that the total payable, inclusive of the fare and the Goods and Services Tax, may be rounded to nearest \$0.10.
- (b) That where a taxi meter has been adjusted to include the Goods and Services Tax in the total payable that the Taxi Tariff Card be amended.
- (c) That the City Solicitor be authorized and directed to prepare a by-law to amend By-law No. 89-249 (Taxicabs and Livery Vehicles) to reflect the foregoing for submission to City Council concurrently with the recommendations.

The meeting then adjourned.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE**

**John Thompson, Secretary
Finance and Administration**

B.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 4

JAN 07 1991
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) GARBAGE
PACKERS, UNITS #9115/6

RECOMMENDATION:

That a purchase order be issued to Shu-Pak Refuse Equipment Inc., Woodstock, in the amount of \$217 830.40, being the lowest of five (5) tenders received, for the replacement of two (2) Garbage Trucks, Units #9115/6, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH5X504 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Shu-Pak Refuse Equipment Inc., Woodstock	\$217 830.40
Shu-Pak Refuse Equipment Inc., Woodstock	219 516.30
Labrie Equipment Ltd., Kitchener	221 662.20
Labrie Equipment Ltd., Kitchener	226 227.70
Frink Canada, Cambridge	249 984.80

Units being replaced will be disposed of at a future auction.

CC(i)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 03 1991

DATE: 1991 January 2

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CIVIC AWARDS - HAMILTON-WENTWORTH
AQUATIC CLUB**

RECOMMENDATION:

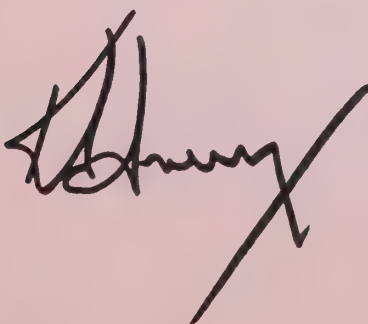
- a) That civic gold pins and civic gold rings be awarded to the following members of the Hamilton-Wentworth Aquatic Club for winning the Girls 11 - 12 4 x 100 Free Relay and setting provincial and national records on 1988 July 27 at McMaster University, Hamilton:
- Joanne Malar
Tamara Flannigan
Ali Belluz
- b) That a civic gold pin and diamond insert for a previously awarded civic gold ring be awarded to Jill Brohman for winning the Girls 11 - 12 4 x 100 Free Relay and setting provincial and national records on 1988 July 27 at McMaster University, Hamilton.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$700.00 to be financed from Account No. CH 56126 84010.

BACKGROUND:

Confirmation of these provincial and national swimming records have been received from Swim Canada.

A handwritten signature in black ink, appearing to be 'J. D. Thompson', with a long diagonal stroke extending from the bottom right.

C(ii)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 03 1991

DATE: 1990 December 27

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: CIVIC AWARDS - LEANDER BOAT CLUB

RECOMMENDATION:

- a) That the appropriate diamond/ruby insert for previously awarded civic gold rings, be awarded to the following members of the Leander Boat Club for winning the Open Lightweight Eight Dash and the Senior Lightweight Eight at the Royal Canadian Henley Regatta held in St. Catharines in 1990 August:

Brian Elstone	-	Diamond insert
Joseph Camillo	-	Diamond insert
John Sawler	-	Diamond insert
Dan Kunic	-	Ruby insert
Steve Strba	-	Ruby insert
Steve Offerd	-	Ruby insert
Remo Camillo	-	Diamond insert (1989 Montreal victory)
	-	Ruby insert

- b) That diamond inserts for previously awarded civic gold rings be awarded to the following members of the Leander Boat Club for winning the Senior 140-Pound Four with Cox at the Royal Canadian Henley Regatta held in St. Catharines in 1990 August:

Michael Roche
Matthew Clarke
Steve McIlwaine
Pat Matozzo
Frances Wright

- c) That a ruby insert for a previously awarded civic gold ring be awarded to George Gage for winning the Master's Single B - Class and Master's Double A - Class at the Royal Canadian Henley Regatta held in St. Catharines in 1990 August.

- d) That the following civic awards be presented to the following members of the Leander Boat Club for winning the Senior Women's Lightweight Pair at the Canadian Secondary School Rowing Association Championship Regatta held in St. Catharines in 1990 June:

Leanne McConnell	-	Diamond insert
Kelly Fallon	-	Women's Civic Gold Ring

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$1,210.00 to be financed from Account No. CH 56126 84010

BACKGROUND:

Confirmation of these championships have been received in writing from Rowing Canada and the Canadian Secondary Schools Rowing Association.

A handwritten signature in dark ink, appearing to be 'L. McConnell', with a long, sweeping diagonal line extending from the bottom of the signature across the page.

C(iii)

CITY OF HAMILTON
- RECOMMENDATION -

DEC 19 1990

DATE: 1990 October 11

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CIVIC AWARDS - HAMILTON TRANSWAY
BASKETBALL ASSOCIATION**

RECOMMENDATION:

- a) That civic silver pins , and civic silver rings with diamond inserts, be awarded to the following members of the Hamilton Transway Mini Basketball Team for winning the 1990 Provincial Championship in Sarnia, Ontario, the Girls' Invitational St. Patrick's Day Tournament in Waterford, Michigan, U.S.A., and the Seneca Falls International Invitational Girls' Tournament in Seneca Falls, New York, U.S.A.:

Lisa Ketchmark
Leanne Rowthorn
Suzanne Miller
Trena Humes
Katie Walton
Helena Digregorio

Rachel Ellison
Carla Romano
Jayme Green
Sonja Horyn
Lindsay Durham
Brian Humes - Coach (eligible for ruby
insert)

Katherine McCall

- b) That civic silver rings be awarded to the following members of the Hamilton Transway Bantams Basketball Team for winning the 18th Annual Brookwood Invitational Basketball Tournament held in Pierrefonds, Quebec:

Kendra Hirst
 Sabrina Digregorio
 Wendy Inkster
 Tracey Rowthorn
 Skye Angus
 Danielle Chabot
 Carrie Ciancone

Christine Garbarz
 Melanie Garbarz
 Carolyn Johnson
 Julie Robertson
 Gina Tatti
 Larry Angus - Coach
 John Robertson - Coach

- c) That civic silver pins and civic silver rings be awarded to the following members of the Hamilton Transway Midget Basketball Team for winning the 1990 Provincial Championship in Belleville, Ontario and the 8th Annual Girls' Invitational St. Patrick's Day Tournament in Waterford, Michigan, U.S.A.:

Sarah Van Elswyk
 Samia McCully
 Maria DiPlacido
 Nicole Chrolavicius

Adrienne Cillis
 Lori Ketchmark
 Carley Chapman
 Lia Mulzer

- d) That the following members of the Hamilton Transway Midget Basketball Team that have previously been awarded civic silver pins and civic silver rings, be awarded with diamond inserts for previously awarded rings, for winning the 8th Annual Girls' Invitational St. Patrick's Day Tournament in Waterford, Michigan, U.S.A.:

Carla Vesprini
 Angela Nobes
 Tanya Tatti
 Amy Wasylenko
 Rena Wesolowski

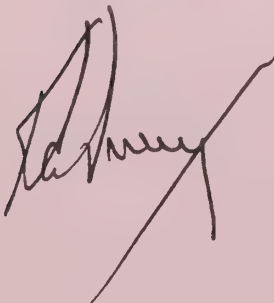
Raquel Nurse
 Marcia Costa
 Doug Harrison - Coach (ruby insert)
 Harry Chapman - Coach (ruby insert)

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$4,250.00 to be financed from Account No. CH 56126 84010

BACKGROUND:

Confirmation of these Championships has been received in writing by the Ontario Basketball Association, Waterford St. Patrick's Day Basketball Tournament Director, the Brookwood Invitational Tournament President and the Seneca Falls Recreation and Park Commission.



C(iv)

CITY OF HAMILTON
- RECOMMENDATION -

DEC 18 1990

DATE: 1990 December 17

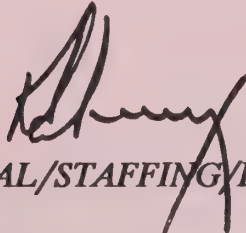
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Ukrainian Independence Day Celebration
Use of Council Chamber

RECOMMENDATION:

1. That permission be granted to the Ukrainian Canadian Congress, Hamilton Branch, to use the Council Chamber from 10:30 a.m. until 12:00 noon on 1991 Saturday, January 26, including the use of City Hall equipment, for Ukrainian Independence Day Ceremonies.
2. That permission be granted to the Ukrainian Canadian Congress, Hamilton Branch, to fly the Ukrainian flag at City Hall on 1991 January 26 during the Ukrainian Independence Day Ceremonies.
3. That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in Property Maintenance Account CH 55222-10034 for staff overtime associated with this event.

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

C(V)

CITY OF HAMILTON
- RECOMMENDATION -

DEC 17 1990

DATE: 1990 December 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: American Waterworks Association -
Use of City Hall Forecourt

RECOMMENDATION:

That permission be granted to the American Waterworks Association (A.W.W.A), Ontario section to use the City Hall forecourt from approximately 12:00 noon to 5:00 p.m. on Monday, 1991 April 29 during their annual conference for a "tapping contest".



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mr. R. Swan, Manager
Property Maintenance Division

Mr. W. Furry,
Process Supervisor (Water Treatment)
Regional Municipality of Hamilton Wentworth
Department of Engineering

Mrs. R. Morrison, City Clerk's Office

Information Desk

File

C(vi)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1990 December 20

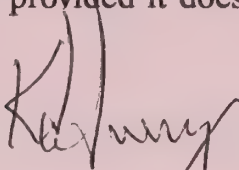
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Interfaith Meeting -
Use of Council Chamber

RECOMMENDATION:

1. That permission be granted to the Hamilton Mundialization Committee and Mayor's Race Relations Committee to use the Council Chamber and the City Clerk's Foyer from 2:00 p.m. to 7:00 p.m. on Sunday, 1991 February 03 for an Interfaith Meeting and potluck supper.
2. That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



~~FINANCIAL/STAFFING/LEGAL IMPLICATIONS:~~

Sufficient funds are available in Property Maintenance Account CH 55222-10034 for staff overtime associated with this event.

cc: Mayor's Office

Mr. R. Swan, Manager
Property Maintenance Division

Mrs. R. Morrison
City Clerk's Office

Information Desk

File

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1990 December 20

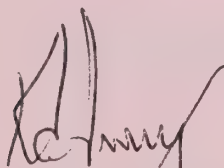
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Regional Task Force on the Economy -
Use of Council Chamber

RECOMMENDATION:

That approval be given to the action taken in authorizing the use of the Council Chamber from 9:00 a.m. to 4:40 p.m. on 1991 January 23 and 24 for the purpose of convening a Regional Task Force on the Economy.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office

Mr. R. Swan, Manager
Property Maintenance Department

Mrs. R. Morrison
City Clerk's Office

Information Desk

File

C(viii)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 15 1991

DATE: 1991 January 15

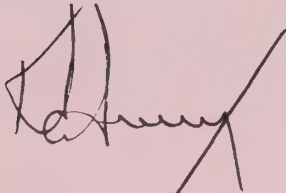
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Motorcycle Awareness and Safety Month

RECOMMENDATION:

1. That permission be granted to the International Christian Bikers Association Hamilton Chapter, to use the City Hall forecourt on Saturday, 1991 May 04 at 11:00 a.m., including the use of City Hall equipment, for a proclamation ceremony in recognition of Motorcycle Awareness Month in Hamilton.
2. That the City Clerk be granted the authority to approve a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in Account CH55222-10034 - Use of City Hall by Outside Groups for staff overtime associated with this event.

cc: Mayor's Office
Alderman T. Jackson
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

C (ix)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 15 1991

DATE: 1991 January 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Russian Art Exhibit

RECOMMENDATION:

1. That permission be granted to the Department of Culture and Recreation to use the second floor from 1991 January 19 to 25 for a Russian Art Exhibition during the visit of the Soviet Union Delegation.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office

Ms. Shelly Merlo Orzel
Events Co-ordinator, Culture & Recreation Department

Mr. R. Swan, Manager
Property & Maintenance Division

Mrs. R. Morrison
City Clerk's Office

Information Desk

File

C (X)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 15 1991

DATE: 1991 January 15

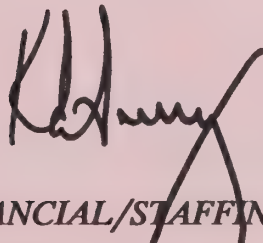
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Hamilton Seniors Games

RECOMMENDATION:

1. That permission be granted to the Department of Culture and Recreation to use the first floor foyer of City Hall for the period 1991 May 15, 16 and 17 from 9:00 a.m. to 4:30 p.m. inclusive to hold registration for the Hamilton Senior Games.
2. That permission be granted to the Department of Culture and Recreation to display a Hamilton Senior Games banner during the Hamilton Senior Games registration.
3. That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Ms. Coralee Secore, Manager of Planning Services
Department of Culture and Recreation
Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

C(xi)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 January 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Mayor's Race Relations Committee -
International Day for Elimination of Racial Discrimination

RECOMMENDATION:

1. That permission be granted to the Mayor's Race Relations Committee to use the City Hall forecourt, Council Chamber, second floor and related equipment on 1991 Thursday, March 21 from 11:00 a.m. until 3:00 p.m. for a rally, symposium and reception to commemorate International Day for Elimination of Racial Discrimination.
2. That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A


cc: Mayor's Office

Mr. R. Swan, Manager
Property Maintenance Division

Mrs. R. Morrison
City Clerk's Office

Information Desk

File

A handwritten signature in dark ink, appearing to be 'K. E. Avery', is written over a long diagonal line that extends from the bottom right towards the center of the page.

C(xii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: The Committee Against Racism and Discrimination
Use of Council Chamber

RECOMMENDATION:

1. That permission be granted to the Committee Against Racism and Discrimination to use the Council Chamber from 7:00 - 9:30 p.m. on Thursday, 1991 March 21 for a public forum to commemorate the International Day for Elimination of Racial Discrimination.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

A handwritten signature in black ink, appearing to be 'K. E. Avery', written diagonally across the page.

cc: Mayor's Office

Mr. R. Swan, Manager
Property Maintenance Division

Mrs. R. Morrison
City Clerk's Office

Information Desk

File

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Mayor's Race Relations Committee
Black History Display

RECOMMENDATION:

That permission be granted to the Mayor's Race Relations Committee to use the west end of the City Hall second floor from 1991 February 08 until February 22 for a Black History Display.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Black History Display is one of the suggested projects which the Mayor's Race Relations Committee hope to undertake as they participate in The Year For Racial Harmony Relay in 1991 which City Council approved at their meeting 1990 December 11.

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File



RECEIVED

JAN 7 1991

November 29, 1990

DEC 21 1990

To IC. Avery

C(xiv)

CITY CLERKS

Memorandum To FCM Member Councils

REQUEST FOR RESOLUTIONS FOR CONSIDERATION
AT 1991 ANNUAL CONFERENCE

The Federation of Canadian Municipalities' Standing Committee on Policies & Resolutions and the National Board of Directors invite the submission of resolutions on subjects of national municipal interest for national debate at the FCM's 1991 Annual Conference in St. John's, June 7 to June 10.

Guidelines For Resolutions

Members are urged to observe the following guidelines when preparing their resolutions for submission:

1. The deadline for accepting resolutions in the FCM Secretariat is Friday, March 1, 1991.
2. Proof of the Council's endorsement must accompany the resolution(s).
3. Background information which explains and justifies the intent of the resolution and supports the Council's position must also be forwarded with each resolution. FCM staff has been authorized by the National Board of Directors to return resolutions submitted without such information with a request for documentation.
4. The attached format for resolutions must be followed. A sample resolution, properly constructed, also is enclosed.

.../2

The Resolutions Committee, chaired by Alderman Ron Hayter of Edmonton, stresses that resolutions received after the deadline or without sufficient supporting information, cannot be processed in time for inclusion in the Conference Policy Development Book. Emergency resolutions will be dealt with in accordance with Section 2b of the "Procedures for 1991 Conference Resolutions".

Categorization Of Resolutions

The Standing Committee on Policies & Resolutions will meet in March to review the resolutions received. Resolutions will be categorized as follows:

- Category A: National Municipal Issues
- Category B: Local/Regional Municipal Issues
- Category C: Issues Not Within Municipal Jurisdiction
- Category D: Other (dealt with in previous three years or contrary to present FCM policy)

This categorizing is in accordance with the FCM's "Procedures for Policy Development", endorsed by Conference delegates in 1989. In 1990, the National Board of Directors added 'Category D' to include resolutions dealt with in the previous three years or contrary to FCM policy.

Resolutions which fall within the mandate of an FCM Standing Committee or Task Force will be reviewed by the same for the purpose of presenting recommendations to the Conference. Standing Committees and Task Forces are charged with the responsibility of ensuring that policy statements and resolutions are compatible with existing policy statements and approved resolutions. Resolutions of a general nature will be grouped together in the MISCELLANEOUS section of the Policy Development Book and will be considered after debate of policy-related resolutions.

Copies of the Procedures for Policy Development and Procedures for 1991 Conference Resolutions are enclosed for your information.

The Standing Committee on Policies and Resolutions and the National Board of Directors will appreciate the cooperation of all Councils and Associations in adhering to the procedures. We look forward to hearing from you.

A handwritten signature in cursive script, reading "Patricia Hunsley". The signature is written in dark ink and is positioned above the typed name and title.

Patricia Hunsley
Director, Policy & Research

Enclosures

FORMAT FOR PRESENTATION
OF RESOLUTIONS TO THE
FEDERATION OF CANADIAN MUNICIPALITIES

Whereas -----

Whereas -----

Therefore Be It Resolved that the Federation of
Canadian Municipalities urge/endorse the ...

Be It Further Resolved that the Federation of Canadian
Municipalities urge/endorse ...

Submitted by:

* See attached resolution as a guideline

FIN90.2.92 - AGRICULTURAL FARM CRISIS

WHEREAS efforts to liberalize trade in farm products under the Uruguay Round of GATT negotiations have stalled; and

WHEREAS failure to agree on multi-lateral reduction of farm subsidies will severely affect Canadian farmers and worsen the crisis they already face;

BE IT RESOLVED that the President of the FCM write to the Minister of International Trade, the Minister of Agriculture and other interested Federal Ministers (with copies to Opposition Leaders and Provincial Premiers) to urge that they:

- a) continue their efforts and come up with new strategies to resolve the existing impasse; and
- b) maintain existing farm subsidies in Canada until other countries farm subsidies are brought under effective control

Submitted by: The National Board of Directors

RECOMMENDATION: Category A; Standing Committee on Municipal Finance; CONCURRENCE

DECISION: Carried

PROCEDURES FOR 1991 CONFERENCE RESOLUTIONS

The following Procedures for Conference Resolutions will be in effect at the FCM's 1991 Annual Conference. The Standing Committee on Policies and Resolutions selected from the resolutions received, those resolutions of general concern and of local/regional concern which will be debated at the Conference. These resolutions are printed in Section I and II of the Policy Development Book. All other resolutions are printed in Section III of the Policy Development Book, and will become debatable only upon a motion approved by a simple majority vote of the voting delegates present at the Conference session. Resolutions received after the March 1, 1991 deadline will be held for action by the National Board of Directors following the Conference.

1. PROCEDURAL REGULATIONS FOR ACCEPTANCE OF RESOLUTIONS

Care should be taken by the sponsors of resolutions intended for consideration at FCM's Annual Conference to ensure that they meet the following requirements. The criteria defining how resolutions should be written have been approved the National Board of Directors.

- a) Resolutions should address topics of concern to municipalities at the national level.
- b) The preliminary clauses should clearly and briefly set out the reasons for the resolutions. (If the sponsor believes that the rationale cannot be explained in a few preliminary clauses, the problem should be more fully stated in supporting documentation.)
- c) Resolutions submitted without adequate background documentation/information will be returned by FCM staff to the sponsor with a request for material which would justify the intent of the resolution. In any doubtful case, the staff will consult with the Chair of the Standing Committee on Policies and Resolutions.
- d) The operative clause of the resolution (i.e., the one beginning "BE IT RESOLVED") must clearly set out its intent, stating a specific proposal for action. The wording should be straightforward and brief. Generalizations

should be avoided.

- e) The 1991 submission deadline for receipt of resolutions was March 1, 1991.
- f) Resolutions dealing with matters of urgent national concern which arise following the deadline for receipt of Conference resolutions should be referred directly to the Standing Committee on Policies and Resolutions for consideration.
- g) Resolutions may be submitted by any municipality or provincial/territorial municipal association which is a member in good standing of the Federation of Canadian Municipalities. Each resolution must bear the official endorsement of the sponsor.
- h) Supporting documentation

2. DISPOSITION OF RESOLUTIONS

- a) Resolutions which conform to the procedural regulations stated above will be treated by the Standing Committee on Policies and Resolutions as follows:
 - i) Resolutions of general concern to municipalities at the national level (Category A: national municipal issues and indirect municipal issues, FCM's Procedures for Policy Development) as determined by a standing committee or task force will be printed in Section I of the Policy Development Book. Each Section I resolution will be accompanied by a recommendation from a standing committee or task force. All Category A resolutions will be debated.
 - ii) Resolutions NOT deemed by a standing committee or task force to be national in scope will be placed in Category B and printed in Section II of the Policy Development Book. Section III of the Policy Development Book will contain Category C and D resolutions and these will only be debated after presentation of

Section I and II resolutions, AND ONLY if a representative of the sponsor obtains approval of the delegates.

iii) Section IV will contain members' resolutions in their original form, which have been consolidated by the Standing Committee on Policies and Resolutions. The Standing Committee on Policies and Resolutions consolidates resolutions similar in nature or content. Sponsors of these resolutions will be notified that this action has been taken.

- b) Resolutions of an emergency nature, as determined by the Executive Committee, will be debated, with delegates' approval.
- c) Resolutions not debated at a Conference Resolutions session because of insufficient time or lack of quorum of voting delegates will be presented by the Standing Committee on Policies and Resolutions with its recommendations to the first meeting of the new National Board of Directors.
- d) A quorum shall consist of 25 voting delegates.

3. PROCEDURES FOR THE CONDUCT OF RESOLUTIONS PLENARY SESSIONS

- a) Each resolution in the Policy Development Book is deemed to be duly moved and seconded by the originating municipality or association and will be read aloud. Thereafter, the recommendation of the standing committee or task force will be read aloud.
- b) A representative from the sponsoring municipality or municipal association will be given first opportunity to speak.
- c) Only FCM members in good standing are entitled to speak from the floor.
- d) All speakers must identify themselves and their municipality or association, and must confine their remarks to a maximum of two minutes.

- e) No delegate will be permitted to speak more than once on any resolution until other delegates wishing to speak have been heard.
- f) An appeal for a ruling shall be made to the Chair of the Policy Session.
- g) Amendments to resolutions duly moved and seconded will be accepted in written form by the Chair of the Policy Session for voting purposes. Amendment forms will be available in the Policy Development Book.
- h) Motions to refer a resolution will be in order at any time and will be voted on immediately WITHOUT DEBATE.
- i) At the close of debate, a vote will be called on the "BE IT RESOLVED" portion of the Resolution.
- j) Only duly accredited voting delegates are entitled to vote on resolutions. They will do so by showing their voting credentials when the count is taken.

PROCEDURES FOR POLICY DEVELOPMENT

1. GENERAL - POLICY DEVELOPMENT

- 1.1 The FCM National Board of Directors is responsible for the setting of policy priorities which reflect the concerns of member municipalities and/or municipal associations. The National Board of Directors may appoint standing committees and task forces as required to develop policy positions on key national municipal issues.
- 1.2 The major lobbying and research activities of FCM will be directed to those national municipal issues which fall within the jurisdiction of the federal government, the provincial and territorial governments acting at the interprovincial level, or FCM itself, as identified by the Annual Conference or the National Board of Directors.
- 1.3 Indirect municipal issues and local/regional issues will not be supported by major research and lobbying activity, unless otherwise directed by the Annual Conference or by the FCM National Board of Directors.
- 1.4 FCM will take a stand only on those issues which are clearly municipal in character.

2. POLICY RESOLUTIONS

- 2.1 Member municipalities may submit policy resolutions for consideration by the Annual Conference held in June of each year once the Call for Conference Resolutions has been issued, (normally in December). The deadline for submission of conference resolutions is three (3) months before the opening of the Annual Conference. Late resolutions are dealt with in accordance with the Conference Resolutions Procedures which are issued with the Call for Conference Resolutions.
- 2.2 Member municipalities may submit policy resolutions for consideration at each meeting of the National Board of Directors.
- 2.3 The Standing Committee on Policies and Resolutions shall be responsible for

receiving and taking action on all resolutions in accordance with these procedures.

- 2.4 All resolutions endorsed by the Annual Conference of FCM and by the National Board of Directors which require action from the Government of Canada, shall be submitted to the Government of Canada or the appropriate agency for response as soon as possible.

2.5 CATEGORIZATION OF RESOLUTIONS

The Standing Committee on Policies and Resolutions shall categorize all of the resolutions which are submitted for consideration into the following categories:

Category A - National Municipal Issues

This category will contain resolutions on issues which are of a direct or indirect concern to Canadian municipalities, and which fall within the jurisdiction of the federal government, the provincial and territorial governments acting at the interprovincial level, or FCM itself. These resolutions are debated first. The Standing Committee on Policies and Resolutions or other appropriate standing committee/task force will make a recommendation on each resolution in order to ensure that resolutions are consistent with established FCM policy.

Category B - Local/Regional Municipal Issues

This category will contain resolutions on issues of concern to municipalities of a particular region or to a local municipality, and which fall within the jurisdiction of the federal government. The regions are: British Columbia and the Yukon, the Prairies and the Northwest Territories, Ontario, Quebec, and the Atlantic. In order to determine whether a resolution is regional in scope, the Standing Committee on Policies and Resolutions may refer resolutions to regional committees from time to time. These resolutions are debated immediately after Category A resolutions.

Category C - Issues Not Within Municipal Jurisdiction

This category will contain other resolutions submitted by member municipalities and associations. These resolutions will not be debated by the Annual Conference or Board Meeting unless a motion to debate the resolution is moved and carried by the Annual Conference or National Board of Directors.

Category D - Other

This category will contain resolutions submitted by member municipalities and associations which have been to the National Board of Directors or the Annual Conference in the previous three years, similar in content or contrary to earlier decisions by the Conference or Board. These resolutions will be received for information only.

Category C and D resolutions will not be debated either by the National Board of Directors or the Annual Conferences, unless a motion to debate the resolution is moved and carried by the National Board of Directors or the Annual Conference.

CITY OF HAMILTON
- RECOMMENDATION -

Du)

DATE: 1991 January 14

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee


FROM: Mr. J. Johnston
Commissioner, Human Resources

SUBJECT: Staffing Classifications - Culture & Recreation
(C-001-091)

RECOMMENDATION:

That the salary classification for the following non-union position in the Culture & Recreation Department be approved in accordance with the following recommendation.

<u>POSITION TITLE:</u>	<u>FUNCTION:</u>	<u>GRADE:</u>	<u>SALARY:</u>
Manager, Technical Services	To manage and co-ordinate technical and maintenance services for the Department.	"K"	\$42,566.68 \$50,107.20


John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Funding exists in the current operating budget to meet the additional costs.

BACKGROUND:

Due to an increase in responsibilities since the original Questionnaire was submitted for evaluation, the Director of Culture and Recreation requested this position be reviewed for job content and salary classification. Based on new information in the Job Evaluation Questionnaire provided by the incumbent, City Core group, at its meeting of January 14, 1991 recommended that this position be placed in Level "K" of the non-union salary schedule.

It was further recommended that this new placement be retroactive to January 1, 1991.

D(ii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 January 16

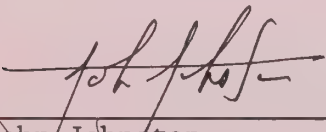
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations from Permanent
Positions with the Corporation of the City of
Hamilton. (C-002-091)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to January 15, 1991 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Stephen Ames	Labourer/Truck Driver (D-7)	Public Works	Returned to former position	\$28,593.76 to \$29,009.76	24/12/90
Mr. Garry Andres	Gardener I (D-9)	Public Works	Replacing Mr. S. Weaver - promoted	\$28,941.12 to \$29,357.12	12/11/90
Mr. Fred Barker	Labourer/Truck Driver (D-7)	Public Works	Returned to former position	\$28,593.76 to \$29,009.76	02/01/90
Ms. Veronica Burley	Clerk Typist III (E-1)	Culture & Recreation	Replacing Ms. C. McDougall - promoted	\$18,772.56 to \$20,182.24	17/12/90
Mr. Franco Calvise	Rink Attendant I (D-9)	Culture & Recreation	Additional Staff Parks & Recreation Comm. Approved June 26, 1990	\$28,941.12 to \$29,357.12	12/11/90
Mr. Joseph Cardwell	Concrete Finisher (D-8)	Public Works	Replacing Mr. S. Dambrosio - retired	\$28,762.24 to \$29,178.24	17/12/90
Mr. Jeffrey Everets	Traffic Serviceman/Woman II (A-3)	Traffic	Replacing Mr. B. Baswick -promoted	\$22,945.00 to \$26,065.52	26/11/90

Prepared 15/01/91

THE CORPORATION FOR THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Richard Gadawski	Gardener I (D-9)	Public Works	Replacing Mr. R. Harkness - promoted	\$28,941.12 to \$29,357.12	10/12/90
Mr. Robert Gatto	Sports Groundsman/ Woman (D-9)	Public Works	Replacing Mr. J. Holmes - promoted	\$28,941.12 to \$29,357.12	19/11/90
Mr. Richard Hachey	Caretaker (B-2)	Property	Replacing Mr. L. Leblanc - promoted	\$23,356.84 to \$25,196.56	26/11/90
Ms. Gayle Hampson	Microfilm Co-ordinator (A-6)	Information Systems	Replacing Mr. E. Faris - retired	\$26,442.00 to \$31,713.24	01/07/90
Mr. K. Ronald Henderson	Operator II - Street Sweeper Operator (D-9)	Public Works	Replacing Mr. R. Pearson - transferred	\$28,941.12 to \$29,357.12	26/11/90
Mr. William Hunter	Traffic Serviceman/ Woman II (A-3)	Traffic	Replacing Mr. J. Crechiola - promoted	\$22,945.00 to \$26,065.52	14/11/90
Mr. Dean Jamieson	Concrete Finisher (D-8)	Public Works	Replacing Mr. C. Vella - transferred	\$28,762.24 to \$29,178.24	17/12/90
Mr. Gary Kirchknopf	Traffic Operator Technologist (A-14)	Traffic	Replacing Mr. M. White - promoted	\$35,241.96 to \$41,966.08	17/12/90

Prepared 15/01/91

THE CORPORATION FOR THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. James Langdon	Gardener I (D-9)	Public Works	Replacing Mr. A. Marynowicz - resigned	\$28,941.12 to \$29,357.12	10/12/90
Mr. Steve Matthews	Traffic Serviceman/ Woman (A-3)	Traffic	Replacing Mr. B. Thompson - promoted	\$22,945.00 to \$26,065.52	26/11/90
Mr. Wayne Murphy	Utilities Maintenance Operator (M-15)	Central Utilities Plant	Replacing Mr. C. Capuano - promoted	\$34,080.80	03/12/90
Ms. Deborah Oliver	Caretaker (B-2)	Property	Replacing Ms. S. Vickers - promoted	\$23,356.84 to \$25,195.56	26/11/90
Mr. John Oliver	Operator Central Utilities (M-16)	Central Utilities Plant	Replacing Mr. C. Ruscinski - promoted	\$36,323.04	30/10/90
Mr. Robert Parsik	Operator III Truck Driver/Labourer (D-8)	Public Works	Replacing Mr. R. Henderson - promoted	\$28,746.24 to \$29,178.24	21/12/90
Mr. Thomas Redmond	Chief Building Engineer (I)	Building	Replacing Mr. W. Wong - promoted	\$50,472.24 to \$59,471.88	26/11/90
Mr. William Robertson	Parking Services Prosecutor (N)	Traffic	New Position - Council Approved October 30, 1990	\$33,932.08 to \$40,013.48	26/11/90

Prepared 15/01/91

D (iii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 January 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: 1991 Annual Conference of the Personnel
Association of Ontario (C-003-091)

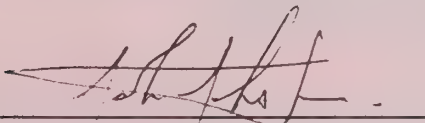
RECOMMENDATION:

- a) That Alderman B. Hinkley, Chairman, Finance and Administration Committee, or his designate, be authorized to attend the 1991 Annual Conference of the Personnel Association of Ontario to be held in the City of Toronto 1991 April 3 to April 5.
- b) That funding for attendance at this conference be charged to Human Resources Centre Account No. 142100 58602.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:



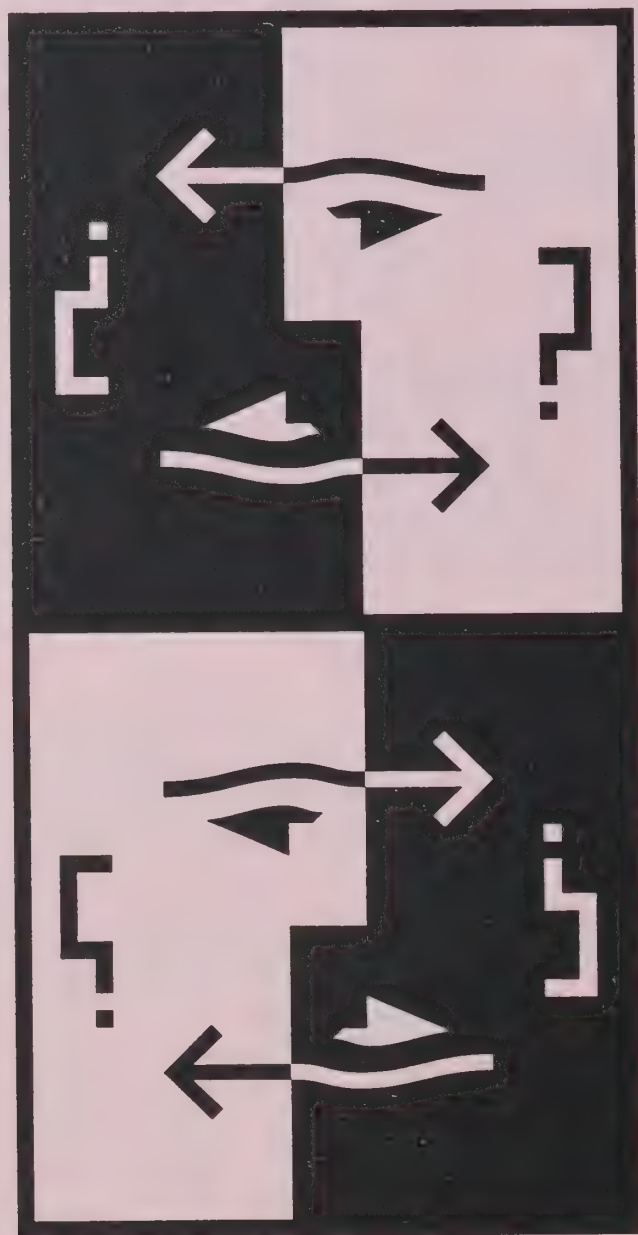
John Johnston

METRO TORONTO CONVENTION CENTRE APRIL 3, 4, 5

CONNECTIONS

STRATEGIC PARTNERS IN THE ORGANIZATION

19



91

HUMAN RESOURCES PROFESSIONALS ASSOCIATION OF ONTARIO
ANNUAL CONFERENCE
TRADE SHOW & EXPOSITION

THE NEW PARTNERSHIP

The 1990s are being heralded as the decade of change. Many of the anticipated new directions will have profound consequences for organizations in the private and public sectors. And that means human resources professionals will be challenged as never before.

The Ontario Government's recent enactment of Bill Pr70 gives legislative weight to the C.H.R.P. designation. HR professionals have gained greater status among their management peers, and with that comes a vital strategic role. Now, more than ever, senior executives responsible for managing their organizations will depend on the HR professional for advice and counsel on issues that will dramatically reshape the workplace.

Chief executives and their senior managers know their organizations must be ready to meet global challenges, that they must be agents of change. HR professionals will play a critical role in shaping strategy and creating working environments that foster growth and prosperity.

In short, HR professionals of the future must be nothing less than strategic partners in their organizations.

How will you stay on top of key issues? How will you arm yourself with the knowledge and skills to meet tomorrow's strategic challenges? By networking with your fellow professionals, ...talking with leading HR authorities... listening to the provocative thoughts of iconoclasts and trend-setters.

At the 1991 HRP AO Annual Conference you will connect - with people and with ideas.

THE JOHNSON SISTERS WEDNESDAY EVENING ENTERTAINMENT

Taborah



The Johnson sisters, with their moody, sizzling blues rhythm, guarantee a dazzling show rich in seasoned talent. Both sisters, Taborah and Molly, have distinctive styles that merge into a dynamic entertainment package, you won't want to miss.

Taborah is noted for her full, resonant voice and sassy acting profile. Her stage credits include Crissy in "Hair" at the Royal Alexandra Theatre, "Les Copains", and "Bargirls". She is easily recognized for her film appearances in "Cagney and Lacey" and "Silent Partner".

Molly



Molly, on the other hand, concentrated on singing jazz standards back in 1987 in a widely acknowledged band, Blue Monday. This popular band frequently played in the Royal York's Imperial Room, Roy Thompson Hall and the Royal Alexandra Theatre. In 1988 Molly joined Big Sugar. She delights in combining classic jazz standards with true blues to create an original blend of styles. Molly along with Big Sugar and her rock band Alta Moda were featured on Adrienne Clarkson's CBC series, "Diva on Queen".

TRADE SHOW & EXPOSITION

Connect learning sessions - in and outside the classroom.

Exhibitors make it their business to know about the human resources market. They'll link your probing questions to new answers for increasingly competitive times. Explore the best programs, technology, books and computer systems designed exclusively for the special needs of the HR profession.

This year for your convenience, HRP AO has invited more than 180 exhibitors to display their wares - all under the same roof for easy access. We have planned special Attendee Breakfasts and other fun events near the exhibitors to keep you close to the information track - just feet away.

Don't miss this opportunity to help yourself to a wealth of concentrated knowledge. Join the exhibitors in a celebration of personal and professional connections at HRP AO's Canadian 21st Trade Show & Exposition located at the Metro Toronto Convention Centre.

KEYNOTE SPEAKERS

Gloria Steinem



Meet one of the most celebrated, critically acclaimed writers, lecturers, spokeswomen and political activists of our time. Gloria Steinem, keynote speaker, will kick-off the HRPAA Annual Conference with a powerful, inspiring session, "Men Can Do What Women Can Do". Gloria's fame stems from her controversial political activism to promote equality, civil rights, democratic families and work redefined. She also co-founded *Ms* magazine and was voted One of the 25 Most Influential Women in America. In true Gloria Steinem fashion, she promises a fiery, eye-opening session, laced with wry wit and personal perspective.

Dr. Joel Arthur Barker



Companies who successfully forge ahead to the 21st century will be those pushed by a powerful vision. Benefit from the insights of Dr. Joel Arthur Barker, the internationally acclaimed management strategist who brought us the concept of "strategic exploration." As president of his own consulting practice, Infinity Limited Inc., Barker has worked with the world's mega-corporations as well as governments and professional organizations. Find out why your company must steer away from the trends and issues of the day and reset the strategic agenda for a healthier profit margin. His prescriptions for change will be explored in his address, "The Power of Vision."

SPEAKERS

Dr. James A. Belasco



You've heard it all before: creativity and innovation will be the tools of visionary leadership. But how realistic are these goals? Learn how to turn this soft issue into a rock hard agenda. Dr. Belasco, an internationally known professor, businessman, consultant and author, specializes in the implementation of constructive change. He will reveal concrete, specific techniques for dramatically improving productivity and quality in your company. His session, "Teaching the Elephant to Dance: A Management Challenge", can unlock your own power to trigger the spirit of discovery in employees and to meet customer expectations head on.

Dian Cohen



Dian Cohen, one of Canada's best political and business commentators, is this year's Government Affairs Luncheon speaker. Dian's financial and business insights have contributed to her extensive involvement as an advisor to both the private and public sectors. Known for her pithy commentary and no nonsense approach to major issues of business and finance, Dian's analysis of the political economy promises to be as insightful as it is topical. Don't miss this session "Canada 2000: Buy, Sell or Hold".

Dr. John E. Jones



Empowerment is one of the hottest, new trends in the development and motivation of people. Find out from Dr. Jones, the President of Organizational Universe Systems, why organizations are examining empowerment to tackle employee turnover, absenteeism and alienation in the workplace. During his session "Increasing Productivity and Commitment: Empower Your People", he will explore with HR professionals their own sense of empowerment and that of their people.

CONCURRENT WORKSHOP SESSIONS

(Not included in conference package price)

SESSION	TIME	SPEAKER	TOPIC	TITLE/COMPANY
Wednesday, April 3, 1991				
Workshop	9:00 - 11:45 a.m.	Brenda Bowlby	Case Studies in Accommodation for Persons with Disabilities	Partner and Lawyer, Hicks Morley Hamilton Stewart and Storie
Workshop		Gary Miller	Training That Really makes a Difference - The Workshop	Principal, Miller & Associates
Workshop		Eli Bay	Learning to Thrive Amidst Hyperchange	President, Relaxation Response Institute
Workshop		David Sheridan	Strategic Marketing: The New Tool for the HR Professional	Administrator, Sheridan College
Workshop		Joan Graham	Men Speak, Women Speak, Power Speak: The Language of Power	Director of Nursing, Oakville Trafalgar Hospital
Workshop		Eileen Smith	Connecting With Your Customer	Principal, Performance By Design
Workshop		Barry Kurtzer	Reintegrating the Injured Worker	President and Medical Director, Evans Occupational Health Services Limited
CPM Meeting		CPM Meeting	CPM Meeting	CPM Meeting
Workshop	12:00 - 1:00 p.m.	Luncheon	Luncheon	Luncheon

CONFERENCE 1991 (APRIL 3,4,5 METRO TORONTO CONVENTION CENTRE)

SESSION	TIME	SPEAKER	TOPIC	TITLE/COMPANY
Wednesday, April 3, 1991				
Registration	8:00 - 6:00 p.m.			
Exhibits	8:00 - 6:30 p.m.			
Grand Opening Reception	11:00 - 12:00 p.m.			
Keynote Speaker	1:30 - 3:00 p.m.	Gloria Steinem	Men Can Do What Women Can Do	Founding Editor, Ms Magazine
Concurrent Session	4:00 - 5:30 p.m.	Patricia E. Sheppard	What's Sex Got To Do With It?	Senior Sales Director, Mary Kay Cosmetics
Concurrent Session		Gary Miller	Training That Really Makes a Difference	Principal, Gary Miller & Associates
Concurrent Session		Randall Scott Echlin	Recent Developments in Employment Law	Lawyer and Partner, Borden & Elliot
Concurrent Session		Carol Walton	Measuring the Impact of HR on the Organization	Vice-President, Saratoga Institute
Awards Dinner	6:30 p.m.	The Johnson Sisters	CPM, TOSI/HRPAO Scholarship, ROSS HENNIGAR	
Thursday, April 4, 1991				
Registration	8:00 - 6:00 p.m.			
Exhibits	8:00 - 6:30 p.m.			
Concurrent Session	9:00 - 10:30 a.m.	Dr. John E. Jones	Increase Productivity and Commitment: Empower Your People	President, Organizational Universe Systems
Concurrent Session		Martin John Yate	Hiring the Best	President, Peregrine McCoy Ltd.
Concurrent Session		Diane Vezina	Labour Relations: Unlocking Traditional Mindsets	President, D.V. Vezina & Associates
Concurrent Session		Doug Macnamera	Communicating Benefits in Volatile Times	Managing Partner, BRG Associates
Concurrent Session		Edward Aust	Contract Employment: What Employers Can Ask of Employees	Lawyer and Partner, Labour Law Section, Stikeman & Elliot
Concurrent Session	11:00 - 12:30 p.m.	Dr. James Belasco	Teaching the Elephant to Dance: A Management Challenge	Professor of Management, San Diego University
Concurrent Session		David Cannon	"Generation X"	Associate Professor, Queen's University
Concurrent Session		Dr. Alain Gosselin	HR Vice-Presidents - How They Get There	Associate Professor, School of Higher Studies, Montreal
Concurrent Session		Martin John Yate	Keeping the Best	President, Peregrine McCoy Ltd.
Concurrent Session		David Williams	Matching HR Technology to Strategic Planning	President, Jamieson/Williams Group
President's Luncheon	1:00 - 2:30 p.m.		President's Luncheon	
Concurrent Session	3:00 - 4:30 p.m.	Ian Percy	What's All This Stuff About Spirituality in the '90s?	President, Ian Percy Corporation
Concurrent Session		Anthony Stokan	So-ho- Small Business/Home Office	Partner, Anthony, Russell and Associates
Concurrent Session		Jeff Gandz	Business Ethics	Associate Professor of Business Administration, University of Western Ontario
Concurrent Session		Dr. Alain Gosselin	Comment les Leaders en GRH se Developpent-ils?	Professeur, l'École des Hautes Études Commerciales, Montreal
Concurrent Session		Jason Mandlowitz	Bill 162 and Beyond: The Brave New World in Workers' Compensation	Director, WCB Office of the Employer Advisor
Exhibitor Events	4:30 - 6:30 p.m.			
Networking Reception	6:30 p.m.			
Friday, April 5, 1991				
Registration	8:00 - 6:00 p.m.			
Exhibits	8:00 - 3:30 p.m.			
Concurrent Session	9:00 - 10:30 a.m.	Dr. Brian Little	Hale, Hardy and Hanging In	President, TRAQ Consulting
Concurrent Session		Margot Franssen	Profits with Principles	President, The Body Shop Canada
Concurrent Session		Prem Benimadhu	Trends in Compensation - The Next Wave	Director, Compensation Research Centre, The Conference Board of Canada
Concurrent Session		Dr. Diane Bellemare	Les Imperatifs Économiques d'Aujourd'hui et la Gestion Des Ressources Humaines	Professeur en économie, l'Université du Québec
Concurrent Session	11:00 - 12:30 p.m.	Dr. Judith Bardwick	The Psychology of Earning	President, In Transition
Concurrent Session		Ann Boland	First They Laugh, Then They Learn	General Manager, of American Operations, Video Arts
Concurrent Session		Roy Heenan	The Latest Developments in Labour Relations - What You Need to Know	Senior Partner, Heenan Blaikie
Concurrent Session		Richard Pimental	Valuing Differences: A Workshop on Disability and Employment	Partner, Milt Right & Associates
Concurrent Session		Diane Bellemare	Does Increased Employment Equal Increased Profits?	Professor of Economics, University of Quebec
Government Affairs Luncheon	1:00 - 2:30 p.m.	Dian Cohen	Canada 2000: Buy, Sell or Hold?	President, Dian Cohen Productions
Closing Keynote Speaker	3:00 - 4:30 p.m.	Dr. Joel Arthur Barker	The Power of Vision	President, Infinity Limited Inc.
Gala Dinner/Dance	Entertainment TBA			

HRPAO ANNUAL CONFERENCE 1991

April 3, 4 & 5

Name		Title	
Company			
Street			
City		Province	Postal Code
Telephone	Bus:	Home:	Fax:
HRPAO Membership No.:		<input type="checkbox"/> Non-member	<input type="checkbox"/> Student

Memberships are based on an individual not organizational basis. To take advantage of the member rate you must be a current member. Please complete **one** registration form per registrant. Name badges will be issued for each registered attendee and will serve as your admittance ticket for your paid sessions. Your badge is both your ticket and your receipt for the conference.

My area of interest is: (Choose **one**)

- ☐ Industrial Relations
 ☐ Compensation & Benefits
 ☐ Human Resources Information Systems
☐ Training & Development
 ☐ Recruitment
 ☐ General Human Resources Management

I want to attend:

PRE-CONFERENCE WORKSHOPS (Choose **one**) (includes luncheon)

		Member Rate	Non-Member Rate	Total
WORKSHOP # 1	Case Studies in Accommodation for Persons With Disabilities	\$175	\$195	
WORKSHOP # 2	Training That Really Makes A Difference: The Workshop	175	195	
WORKSHOP # 3	Learning to Thrive Amidst Hyperchange	175	195	
WORKSHOP # 4	Strategic Marketing: The New Tool for the HR Professional	175	195	
WORKSHOP # 5	Men Speak, Women Speak, Power Speak: The Language of Power	175	195	
WORKSHOP # 6	Connecting With Your Customer	175	195	
WORKSHOP # 7	Reintegrating the Injured Worker	175	195	

GRAND OPENING RECEPTION & EXHIBITS

Complimentary

(Choose **one** conference package per registration form)
(Student rate does not include meals)

			Student Rate	Total
1	FULL CONFERENCE PACKAGE Exhibits, Grand Opening Reception, Keynote Speakers, Concurrent Sessions, Awards Dinner, President's Luncheon, Networking Reception, Government Affairs Luncheon, Gala Dinner/Dance and Conference Proceedings.	\$595	\$725	\$120
2	WEDNESDAY/THURSDAY CONFERENCE PACKAGE Exhibits, Grand Opening Reception, Keynote Speaker, Concurrent Sessions, Awards Dinner, President's Luncheon, Networking Reception and Conference Proceedings.	393	495	80
3	THURSDAY/FRIDAY CONFERENCE PACKAGE Exhibits, Concurrent Sessions, President's Luncheon, Networking Reception, Government Affairs Luncheon, Closing Keynote Speaker, Gala Dinner/Dance and Conference Proceedings.	475	570	80

À LA CARTE (options available only with conference package purchase)

	Rate	Quantity	Total
Wednesday Evening Awards Dinner	\$ 55		
Thursday President's Luncheon	75		
Thursday Network Evening (includes buffet)	55		
Friday Government Affairs Luncheon	55		
Friday Gala Dinner/Dance	95		
Evening Package (Awards Dinner, Network Evening, Gala Dinner/Dance)	180		
Luncheon Package (President's Luncheon, Government Affairs Luncheon)	115		
Meal Package (includes luncheons & dinners)	285		

* Prices are subject to Goods and Services Tax.
Registrations must be accompanied by full payment in order for HRPAO to process your registration. Sorry, no invoicing.

Sub-total

* 7% GST

TOTAL \$ _____

I will be paying by:

- ☐ Cheque
 ☐ Master Card
 ☐ Visa
 ☐ American Express
☐ Card Number: _____ Expiry Date: _____

Signature _____

For information or assistance call toll free: 1-800-387-1311 or 416-923-2324

You can register in two ways:

Mail to: HRPAO, P.O. Box 3135, Commerce Court Postal Station, Toronto, Ontario, M5L 1K1
or Fax to: (416) 923-7264 (if registering by credit card only)

REGISTRATION

General Information

Note: In the event of a postal disruption you can register by fax (with credit card) or call HRP AO for alternatives.

Cancellations and Refunds: A full refund will be made if cancellation of registration is received at HRP AO by March 1, 1991. A 50% refund will be issued if cancellation of registration is received after March 1, 1991. No refunds will be issued after April 2, 1991. All cancellations must be in writing with your badge/ticket returned.

Pre-Conference Registrations must be received by the HRP AO office by 4 p.m. Thursday, March 21, 1991.

You will receive confirmation of registration and badge/ticket by return mail.

On-site registrations are available between the hours of 8:00 a.m. to 6:00 p.m., on April 3, 4, 5, 1991.

Hotel Booking Information: Hotel accommodations may be arranged through L'Hotel, 1-416-597-1400. A room block will be held for HRP AO attendees until March 1, 1991.

In order to assist you in keeping your travel costs to a minimum, we have appointed UNIGLOBE VECTOR TRAVEL to handle travel arrangements for the conference. Please call UNIGLOBE VECTOR TRAVEL at 416-925-8888 collect between 9:00 a.m. and 5:30 p.m. EST (Monday-Friday).

E.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Chairman and Members
Finance and Administration Committee

YOUR FILE:

FROM: Mr. John Thompson, Secretary
Finance & Administration Committee

OUR FILE:
PHONE: 546-2747

SUBJECT: COURT OF REVISION

DATE: 1991 January 8

Please be advised that the Finance and Administration Committee will sit as a Court of Revision on Thursday, 1991 February 7 at 2:00 o'clock p.m. in Room 233 to hear and dispose of all complaints against any special assessment proposed by the City or the accuracy of frontage measurements, pursuant to the Local Improvement Act, against private lands in the City of Hamilton.

This sitting will actually be a continuation of our regular meeting of 1991 February 7.



F(i)

CITY OF HAMILTON

— RECOMMENDATION —

JAN 14 1991

DATE: 1991 January 11

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Renewal of Lease - Canadian National Railways
Lands east side of Ferguson Avenue North,
south of Strachan Street East

RECOMMENDATION:

- a) That approval be given to renew the lease with Canadian National Railways for 11,830 square feet of land on the east side of Ferguson Avenue North, south of Strachan Street East. These lands are used by the Public Works Department for the storage of salt and other materials.
- b) The renewal is effective March 1, 1991 at an annual rental of \$6,480.00, plus taxes estimated to be \$2,200.00 per year, to be charged to Account Number CH 56606 60010 (District Yard Maintenance). This renewal would be for a period of three (3) years terminating on February 28, 1994.
- c) That the Mayor and City Clerk be authorized to execute a Lease Agreement in a form satisfactory to the City Solicitor.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The \$6,480.00 rental fee, plus taxes estimated to be \$2,200.00, is to be charged to Account Number CH 56606 60010 (District Yard Maintenance), in which sufficient funds will be available to finalize this transaction.

BACKGROUND:

On August 23, 1935, The City of Hamilton entered into an annual Lease Agreement with Canadian National Railways for the subject lands. The lands have always been used by the Public Works Department for handling asphalt and road paving materials, as well as the storage of salt and other materials. We therefore recommend the renewal of this lease which fairly reflects the current market value rent for this type of industrial land.

11 January 1991
Finance & Administration Committee
Page 2

The subject parcel contains 11,830 square feet and is shown in heavy outline on the attached plan.

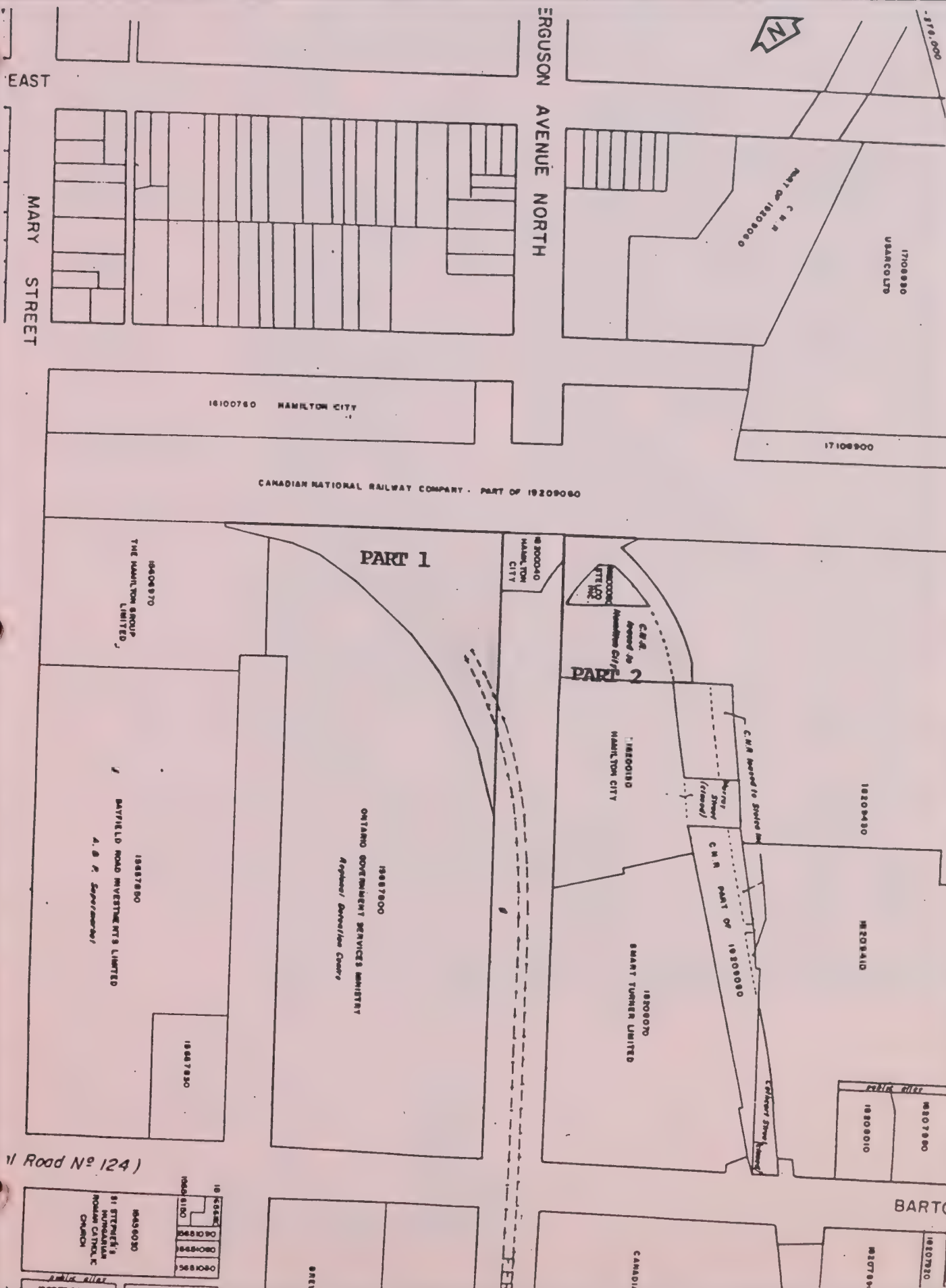
For the information of the Committee, prior to this renewal the annual rent was \$4,260.00 per year, plus taxes.

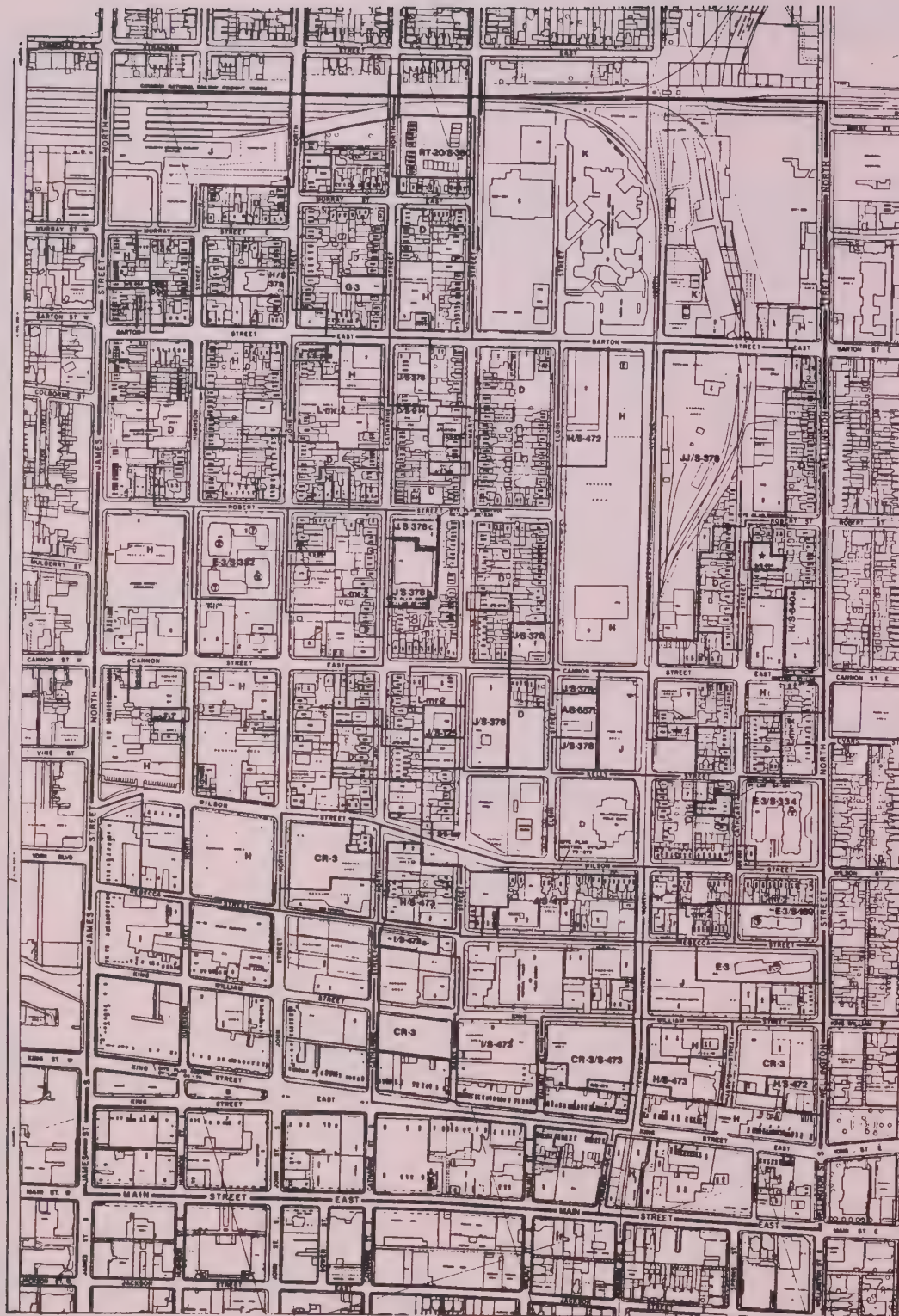
Attach.

c.c. - Mrs. P. Noé Johnson, City Solicitor
- Mr. E. C. Matthews, Treasurer
- Mr. J. G. Pavelka, P.Eng., Director of Public Works

(61.6.17 - 4508)

Location Map





<table border="1"> <tr> <td>107</td> <td>108</td> <td>80</td> </tr> <tr> <td>21</td> <td>10</td> <td>86</td> </tr> <tr> <td>41</td> <td>31</td> <td>125</td> </tr> </table> <p>This is not a Legal Document For Zoning Verification Please Contact City Building Department.</p>	107	108	80	21	10	86	41	31	125	<p>CITY OF HAMILTON</p> <p>BEASLEY</p> <p>ZONING</p>
107	108	80								
21	10	86								
41	31	125								
<p>Neighbourhood Boundary</p> <p>Zoning Boundary</p> <p>Prepared for The City of Hamilton by the Planning and Development Department of The Regional Municipality of Hamilton-Wentworth</p>	<p>SCALE 50m</p> <p>JUNE 1989</p> <p>6703</p> <p>PAGE NO. 10</p>									

F(ii)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 16 1991

DATE: 1991 January 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Former Health Building
- 74 Hughson Street South

RECOMMENDATION:

- a) That the Parking Authority be authorized to proceed immediately to obtain soil tests at 74 Hughson Street South, in order to determine the feasibility of constructing a parking structure.
- b) That upon the completion of the soil tests and the satisfactory results, the City terminate the leases with the Canadian Mental Health Association and The Regional Municipality of Hamilton-Wentworth, by providing a one (1) year written notice in accordance with the requirement of their respective leases at 74 Hughson Street South. (former Health Building).
- c) That notwithstanding the termination date of the leases is November 30, 1991, both tenants be allowed to remain on as overholding tenants until the one (1) year notice period has been carried out.
- d) That the City Solicitor be authorized to prepare all required notices and amend the City/Regional master lease agreement accordingly.
- e) That the Mayor and City Clerk be authorized to execute any agreement required to carry out the lease termination.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Reduction in Rental Revenue is \$187,285.62 annually (1990 rates).

BACKGROUND:

In adopting Item 3 of the 16th Report of the Finance Committee, City Council on November 8, 1989 approved the City/Regional master lease renewal for all properties occupied by the Region. Part of the master lease contains a section whereby the Region leases 13,622 square feet of space on the second and third floor of 74 Hughson Street South. The annual rental for this area amounts to \$129,409.00

In adopting Item 12 of the 3rd Report of the Finance Committee, City Council approved the lease renewal for the ground floor space at 74 Hughson Street South with the Canadian Mental Health Association. The annual rental is \$57,876.62.

Subsequently, in adopting Item 2 of the 7th Report of the Co-ordinating Committee, City Council on March 28, 1989 approved a resolution whereby "The Health Building site on the north side of Hunter Street between Hughson Street and James Street South be designated for future parking to service the GO Terminal at the T.H. & B. site and the James Street South area."

In discussing this matter with the Parking Authority and the Engineering Department, the Parking Authority is considering constructing a parking structure on the site in the Spring of 1992.

In order to meet this objective, we must terminate the leases with the Region and the Canadian Mental Health Association and proceed to demolish the buildings.

As you are aware, the Province of Ontario is fast tracking the "GO Transit" system into Hamilton and parking in this immediate area will be a high priority.

- c.c. - Mr. Lou Sage, Chief Administrative Officer
- Mr. E. C. Matthews, Treasurer
- Mrs. P. Noé Johnson, City Solicitor
- Mr. P. G. Baker, General Manager, Parking Authority
- Mr. T. Gill, Senior Director - Roads

F(iii)

CITY OF HAMILTON

— RECOMMENDATION —

JAN 16 1991

DATE: 1991 January 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Union School - 634 Rymal Road West
- 3.61 acres

RECOMMENDATION:

- a) That the City of Hamilton inform The Board of Education for the City of Hamilton that the City has no requirements for Union School.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

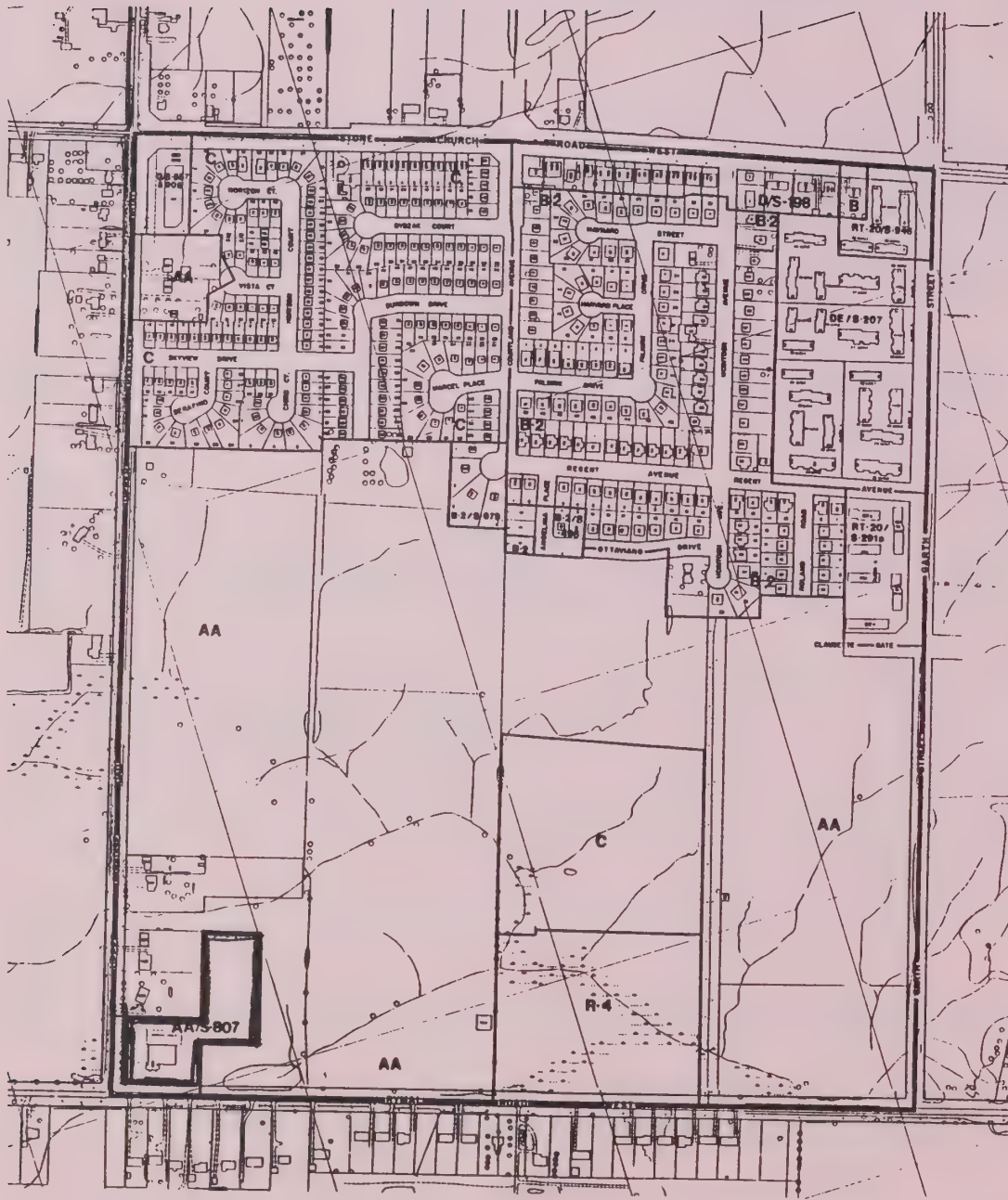
On July 24, 1990, The Board of Education advised that Union School was surplus to their requirements and available for sale.

A circularization of all municipal departments reveals that this property is not required for any municipal purpose at this time.

Attach.

c.c. - Alderman T. Murray, Alderman, Ward 8
- Alderman D. Ross, Alderman, Ward 8
- Mr. R.J. Whynott, Regional Chairman
- Mr. Robert C. Prowse, Regional Clerk
- Mr. W. M. Carson, Chief Administrative Officer

(100.20.11 - 4509)



<table border="1"> <tr> <td>67</td> <td>80</td> <td>83</td> </tr> <tr> <td>46</td> <td>44</td> <td>121</td> </tr> <tr> <td>30</td> <td>20</td> <td>84</td> </tr> </table> <p>This is not a Legal Document For Zoning Verification Please Contact City Building Department.</p>	67	80	83	46	44	121	30	20	84	<p>CITY OF HAMILTON</p> <p>FALKIRK EAST</p> <p>ZONING</p>
67	80	83								
46	44	121								
30	20	84								
<p>Neighbourhood Boundary</p> <p>Zoning Boundary</p> <p>Prepared for The City of Hamilton by the Planning and Development Department of the Regional Municipality of Hamilton-Wentworth</p>	<p>SCALE 1"=100'</p> <p>PLANNING AND DEVELOPMENT 7606</p> <p>JUNE 1990</p> <p>PAGE NO. 44</p>									

G.

CITY OF HAMILTON

- INFORMATION -

DATE: 1990 December 14

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Ms. P. Noé Johnson
City Solicitor

SUBJECT: Penza, RSFSR, USSR
Exchange: Legal implications



BACKGROUND: The initial expedition sponsored jointly by both Federal Governments and Finnair by Canadian cities to specific local municipalities in the Soviet Union and endorsed previously by this City Council took place from November 15 to 25, 1990.

DISCUSSION: This is a crucial, pivotal and momentous time in the Soviet Union. The city of Penza is located in the Russian Federal Republic, some 800 km southeast of Moscow, nestled among the hills and bisected by the Sura, a branch of the Volga River. The region is a transportation hub, primarily water and rail to agricultural and industrial centres far removed from heavily populated Western European sections of the Soviet Union. Contacts with foreign nationals in this region have prior, to Glasnost, been few and far between. My expedition to the local Court House and Lawyers offices proved to be a first ever by a non-Russian. The fact that their first foreign visitor was female apparently gave my host Nikolai Ivanovich Makarov, Prokyror-General for the Penza Region a sense of unease, albeit shortlived. The Penza Region has a population of one and a half million. The Prokyror's office in Penza has a staff of 70 lawyers, the region for which he is responsible employs 200 lawyers. The Prokyror-General is appointed by the Russian Federation to a term of 5 years and may serve no more than 2 terms in any one region. Nikolai Ivanovich is finishing his first term in the Penza Region. There are considerable restraints on the Prokyror and his family; they may not socialize with the inhabitants and lead an isolated, although revered existence in their domicile. The reason for this prohibition is the avoidance of undue influence in the execution of his Office.

The visit to the Prokyror's Offices included a morning session with eight of the lawyers employed in Penza. A question and answer session primarily centered on the education and experiences of Municipal lawyers. The soviet system requires only 3 years after high school to qualify. The question of transferrable rights to practice law in other parts of the country has hitherto never arisen in that country in light of the general difficulty to relocate at will. The issue of current and regular education for all practising lawyers, a crucial component to our system which stresses quality maintenance of service, is addressed by a mandatory retraining of lawyers for a short time every five years or so.

With the promulgation of new legislation, circulars from Moscow citing the laws are received. There is no opportunity to discuss the practical implications for implementation. There are only two sources of law: the Federation and the Union. The system is akin to the French Civil Code, not a common law jurisdiction. The burden of proof is the reverse: guilty until proven innocent. There are no trials by jury, but rather by a three member panel of judges, only one of whom is a lawyer, the other two judges are appointed from the Trade Unions. The physical situation in the court room has the plaintiff's lawyers facing the defence lawyers. Behind the defence lawyers in the criminal courts is the "criminal's" box (not the accused) and to left at the front of the room the three judges sit, to the right there are seats available apparently for the public.

There are major distinctions between the legal systems of our two countries, not the least of which is reflected in the presumption of guilt, further emphasizing the rights of the "state" over the "individual". Traffic accidents are a major source of litigation, partially due to the poor condition of their roads and partially due to their driving practices. Insurance companies do exist, but each motorist must pay back the insurance company (or work to pay out) at the conclusion of the case, similar to an uninsured driver. The Government does not collect taxes for road work, and therefore has not undertaken a service to provide even a minimal level. With no imposed standard of care, the State is not liable in negligence.

Legal Implication of Economic ties: The Soviet Union presents enormous opportunities for western investment and trade given its population. The difficulties in establishing any trade with the Soviet Union caused by the legislative framework is compounded by the financial aspects. The debt position and sound economic planning are crucial components for assumption of risk. The political uncertainty is the major question mark over the Soviet Union. The deteriorating economic picture makes banks naturally cautious in turbulent times. The foreign trade apparatus previously in place was highly centralized and if backed by the Foreign Trade Ministry it effectively has State support. This is no longer the case. All entities including ministries, republics, foreign trade organizations, individual enterprises, joint ventures, are required to operate on a self-financing basis. This means any import is now paid either by the enterprises's own foreign exchange holdings or by an allocation of foreign exchange from a central fund. Creditworthiness is often times impossible to determine. Flexibility required in these times of change to decentralization has not come readily in the financial world. Economic reform bringing a gradual expansion of export opportunities for Canadian firms, have very tight margins and require long term commitment. Investors can, for example, look at building products in the Soviet Union for western consumption, enhancing a product already exported by inventory management, import substitution where Soviets buy the import for hard currency product, or counter trade (like soybeans for sour gas/oil). The exporter must be prepared to bear the risk.

The following are some of the modus operandi for exports:

- forfaiting: sellers of promissory notes into a secondary market, similar to underwriters;
- countertrade: bartering (tough to find the right product match)- Pepsi got "Stolichnaya" vodka;
- leasing of capital goods
- Project-Finance: repayment depends on success of project
- Joint- Venture: different and complex rules for each venture
- Commercial loans

The markets and opportunities are vast. The greatest foreign investment to date has come from West German companies. The rules change daily as the value of the Rouble fluctuates. Before you venture into Soviet terrain, please bear the following in mind:

- Feasibility Study
- Develop a Business Plan (how to get profit reinvested or out)
- Role of the lawyer: jurisdiction is still a concern as are the legal systems in order to protect the investors assets
- Exchange of Information: very specialized area which requires constant monitoring

CONCLUSION: The experience we were fortunate to have illustrated the great need for increased and improved information sharing. These opportunities did not exist previously. The chance to foster greater understanding by encouraging reciprocal recreational programs is the open door. While the title of the current program is "Sports for All", this in itself is a novelty for the Soviets whose sportsmen are handpicked and nurtured. The economic need in the Soviet Union is great, in Penza particularly where they suffer from poor harvest. The major pitfalls outlined above are exacerbated by the Soviets own lack of information about their internal decision-making process. With sound economic planning and improved information systems, there is much that the people of Hamilton can offer to the people of Penza and vice versa.

H(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

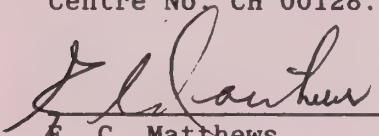
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: VISITATION OF FIT TREK DELEGATIONS
FROM THE U.S.S.R.

RECOMMENDATION:

That the hosting of the Fit Trek delegation in Hamilton (January 19-24, 1991), at an estimated cost of \$6,000, be financed from the Reserve for Special Events, Centre No. CH 00128.


E. C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- See above recommendation.

BACKGROUND:

This item was approved by the Parks and Recreation Committee on December 18, 1990.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Mr. R. Sugden, Director
Culture and Recreation Department

YOUR FILE:

FROM: Mrs. Lynn Dale, Secretary
Parks and Recreation Committee

OUR FILE:
PHONE: 546-2728

SUBJECT: VISITATION OF FIT TREK
DELEGATIONS FROM THE U.S.S.R.

DATE: 1990 December 19

This will confirm that the Parks and Recreation Committee at its meeting held 1990 December 18 approved the following recommendation:

- (a) That the Director of Culture and Recreation be authorized to co-ordinate with the Mayor and the Chairman of Parks and Recreation, the hosting provisions of the Fit Trek delegations in Hamilton (January 19th-24th), at a cost not to exceed \$6 000.
- (b) That the Finance and Administration Committee recommend the method financing.

The Committee agreed that the hosting of this delegation had certain economic benefits and that Economic Development be contacted to request cost sharing.

As directed by the Committee could you please investigate the feasibility of Economic Development cost sharing these expenses.



cc: Mr. E. C. Matthews, City Treasurer

DEC 28 1990
Mr. J. Thompson, Secretary, Finance & Administration Committee

Mr. J. Fardell, Manager of Tourism & Convention Services

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1990 December 17

REPORT TO: Mrs. Lynn Dale, Secretary
Parks and Recreation Committee

FROM: Mr. Bob Sugden
Director of Culture and Recreation

SUBJECT: Visitation Of Fit Trek Delegations From The U.S.S.R.

RECOMMENDATION:

- (a) That the Director of Culture and Recreation be authorized to co-ordinate with the Mayor and the Chairman of Parks and Recreation, the hosting provisions of the Fit Trek delegations in Hamilton (January 19th - 24th), at a cost not to exceed \$6,000.00.
- (b) That the Finance and Administration Committee recommend the method of financing.


Robert Sugden

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Costs not to exceed \$6,000.00 for hosting an event of a municipal nature.

BACKGROUND:

The Department was advised on Friday, December 14th that the two soviet delegations have requested to travel to Hamilton, this is earlier than originally scheduled.

Delegation #1 includes the Mayor and Sport President of Penza, Russia, U.S.S.R. accompanied by the soviet state Sport Liaison of Goskomsport, Moscow, U.S.S.R. (five days).

Delegation #2 includes the soviet state television crew Gosteleradio with the Director (Deputy Head of Sports). Filming and touring would be one day.

Mrs. Lynn Dale, Secretary
Parks & Recreation Committee

1990, December 17

BACKGROUND CONTINUED..

This visit is a result of the recent soviet hosting of Hamilton representatives and the travel is supported by the Federal Governments.

A proposed itinerary between January 19 and 24th would include requests to attend a Parks and Recreation Committee and the Finance and Administration Committee on January 24th.

Other points of interest include McMaster University, Dofasco, Copps Coliseum, Dundurn Castle and Royal Botanical Gardens. Opportunity for meetings with business representatives have been requested.

It should be noted that this visitation will occur prior to the next meeting of Council.

c.c. E. Matthews, City Treasurer
J. Thompson, Secretary, Finance & Administration DEC 17 1990
S. Merlo-Orzel, Events Co-ordinator

H(ii)

CITY OF HAMILTON
— RECOMMENDATION —

DATE: 1991 January 18

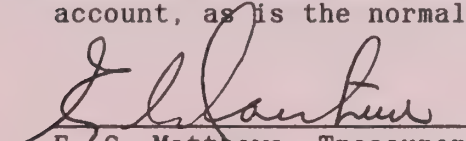
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: 1991 STREETLIGHT CONSTRUCTION PROGRAMME

RECOMMENDATION:

That the request of the Transport and Environment Committee to spend up to \$300,000 of the proposed \$454,300 1991 Streetlight Construction Programme prior to final approval of the 1991 estimates, be approved and the total amount be included in the 1991 current estimates of the Local Roads "Streetlighting" account, as is the normal practice.


E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The total proposed expenditure of \$454,300 for the streetlight programme proposed by Hamilton Hydro will be included in the City's current 1991 estimates under the "Local Roads" function.

BACKGROUND:

The Transport and Environment Committee will be requesting advance approval of part of the amount included in the streetlighting budget to allow for contract preparation and construction to commence prior to final budget approval.

FOR ACTION

REPORT TO: T. AGNELLO, SECRETARY
TRANSPORTATION AND ENVIRONMENT COMMITTEE

FROM: E. M. GILL, P. ENG.
ACTING COMMISSIONER OF ENGINEERING

DATE: 1990 December 20
COMM FILE:
DEPT. FILE: T104-91

SUBJECT

1991 Current Local Roads Budget - Hamilton Hydro's Capital Streetlight Construction Programme.

RECOMMENDATION

- a) That Hamilton Hydro's proposed 1991 Streetlight Construction Programme attached as Schedule A be received;
- b) That the Committee request the approval of the Finance and Administration Committee to spend up to \$300,000 of the proposed \$454,300 1991 Streetlight Capital Construction Programme to allow for Hamilton Hydro's contract preparation and construction to commence prior to final budget approval.



E. M. GILL, P. ENG.
ACTING COMMISSIONER OF ENGINEERING

FINANCIAL IMPLICATIONS

The financing for Hamilton Hydro's Capital Works is included within the Streetlight portion of the proposed 1991 City of Hamilton Current Budget. A total of \$2,771,340 has been allotted the Streetlight Account, which includes funding for hydro (energy), construction and maintenance.

BACKGROUND

The draft 1991 Current Budget includes a provision in the amount of \$2,771,340 for streetlighting, of which \$454,300 is allocated for Hamilton Hydro's Capital Construction Programme. The majority of this programme involves work in conjunction with roadway reconstruction projects, however funds are also provided for miscellaneous upgrades and spot improvements.

Cont'd....

-Page 2-
December 20, 1990

Cont'd....

Hamilton Hydro has requested that \$300,000 of the proposed \$454,300 Current Budget be approved for expenditure prior to final budget approval. With these funds, hydro may prepare contracts and undertake pole relocation prior to commencement of road reconstruction.

LR LR:tt

cc: E. C. Matthews, City Treasure

cc: J. D. Thompson, Secretary, Finance and Administration Committee JAN 07 1991

cc: K. Avery, City Clerk

SCHEDULE A

Proposed 1991 Streetlighting Capital Construction Program

- i. Roadway projects
 - Main Street West
 - Main Street East
 - Main Street at Kenilworth Avenue
 - Upper Ottawa Street at Mohawk Road
- ii. Allowance for Spot Improvements
- iii. Allowance For Miscellaneous Projects
- iv. Upper Ottawa Street
- v. Upper Wentworth Street
- vi. Clairmont Access
- vii. Miscellaneous Upgrades

H(iii)

CITY OF HAMILTON
— RECOMMENDATION —

DATE: 1991 January 18

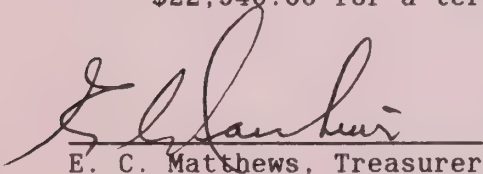
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: CONSTRUCTION OF SIDEWALKS, CURB, AND ROAD ON RIDGE
STREET FROM CHIPMAN AVENUE TO APPROXIMATELY 57m
SOUTH

RECOMMENDATION:

- (a) That the City's share of services in Effort Gardens Subdivision as approved by Council on June 26, 1990 be reduced by \$36,450.00 from \$230,478.83 to \$194,028.83 and the previous reserve allocation of \$36,450.00 from the Reserve for Services through Unsubdivided Land be returned back to the reserve.
- (b) That the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct sidewalks, curbs and roads on Ridge Street from Chipman Avenue to approximately 57m south at an estimated gross cost of \$40,530.00 of which the owner's share of \$17,590.00 be financed by the issuance of debentures for a period not to exceed 20 years and the City's share of \$22,940.00 be financed from 1991 Capital Levy. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$22,940.00 for a term not to exceed 20 years for this project.


E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1991-1995 Provisional Capital Budget as a part of Project No. 045.0 City's Share of Local Improvement - Residential.

BACKGROUND:

This item will be approved by the Transport and Environment Committee on January 21, 1991.

G.S.A.

FOR ACTION

REPORT TO: MS. T. AGNELLO, SECRETARY
TRANSPORT AND ENVIRONMENT COMMITTEE

FROM: E. M. GILL, P.ENG.
ACTING COMMISSIONER OF ENGINEERING

DATE: 1991, January 11
COMM FILE:
DEPT. FILE: S705-26
S705-28

SUBJECT:

Construction of Sidewalks, Curb, and Road on Ridge Street from Chipman Avenue to approximately 57m south.

RECOMMENDATION:

- a) That the estimated City's share of services in Effort Gardens Subdivision (approved by City Council on June 26, 1990) be reduced by \$36,450.00, from \$230,478.83 to \$194,028.83.
- b) That the Finance and Administration Committee recommend the source of funding in the amount of \$40,530.00, for City's share of road improvements on Ridge Street, Hamilton.



E.M. Gill, P.Eng.
Acting Commissioner of Engineering

FINANCIAL IMPLICATIONS:

The purpose of this report is to finance a portion of the approved project from a different budget provision than was originally approved. The amounts involved differ by \$4,080.00 because of a re-estimation of applicable costs and a re-distribution of contingencies.

Cont'd

-Page 2-
January 11, 1991

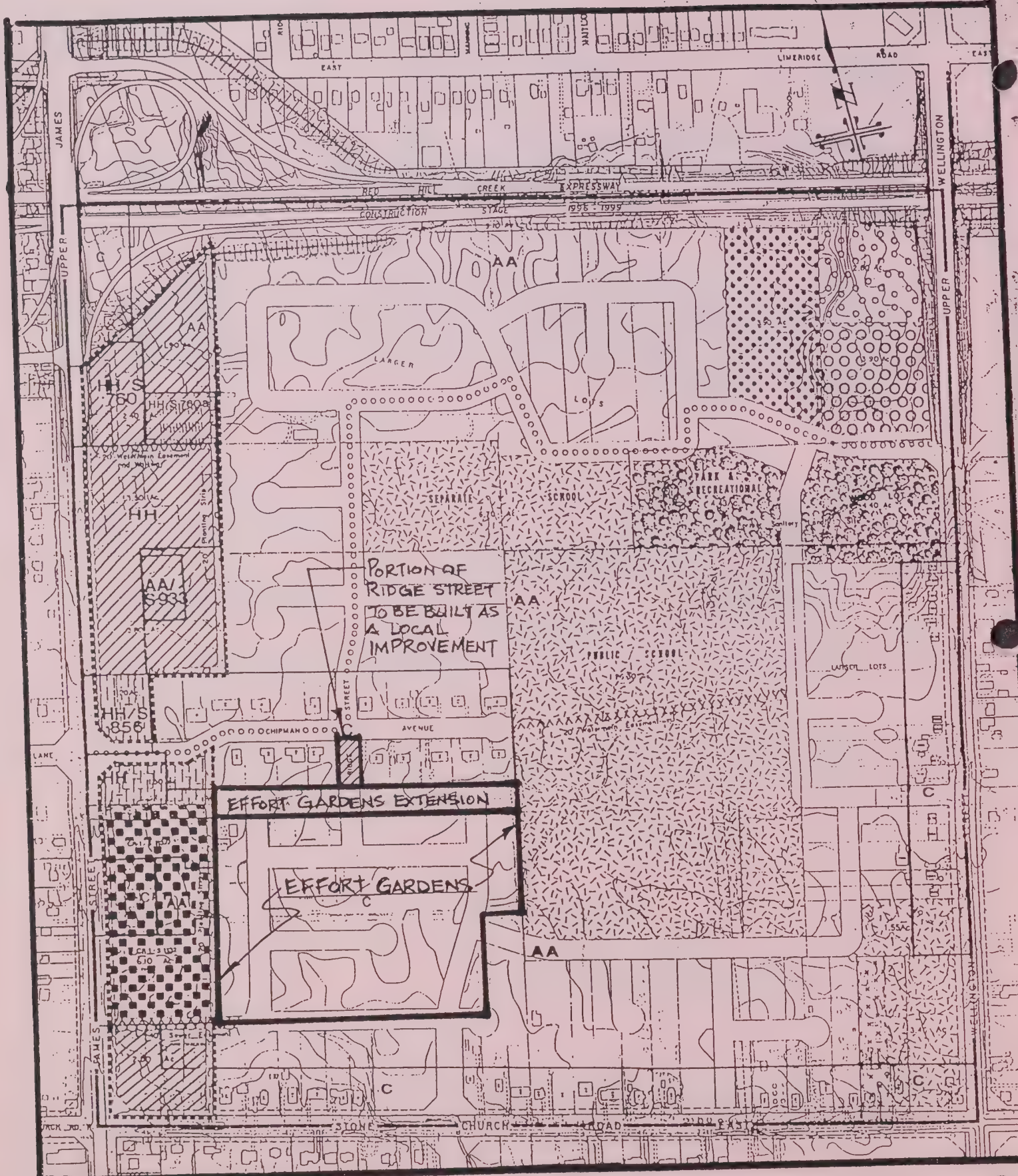
**Construction of Sidewalks, Curb, and Road on Ridge Street
from Chipman Avenue to Approximately 57m south**

Cont'd

This report lowers the City's share for Effort Gardens by the appropriate amount and requests the Finance and Administration Committee to refinance the Ridge Street works. The amounts differ slightly because of re-estimation and distribution of contingencies. The approval of the report does not affect the arrangements made for the construction except for internal accounting purposes.

KAB:alv

cc: J. Thompson, Secretary
Finance & Administration Committee
cc: E.C. Matthews, City Treasury Department
Att: G. Keith
cc: P. Noe Johnson, City Solicitor's Office



KEY PLAN

NOT TO SCALE

APPROVED PLAN

JEROME

H(iv)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

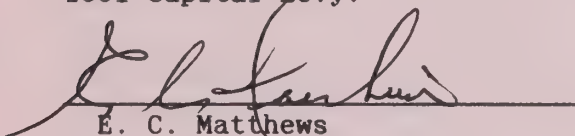
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: FINANCING THE CITY'S SHARE OF THE CONSTRUCTION OF
INDEPENDENT CONCRETE SIDEWALKS ON THE EAST SIDE
OF NASH ROAD BETWEEN BARTON STREET AND A POINT
24 METRES SOUTHERLY

RECOMMENDATION:

That the City's share of the local improvements to construct independent concrete sidewalks on the east side of Nash Road between Barton Street and a point 24 metres southerly at an estimated cost of \$3,200.00 be financed from the 1991 Capital Levy.


E. C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1991-1995 Provisional Capital Budget as part of Project No. 045.0, City's Share of Local Improvements - Residential.

BACKGROUND:

This item will be approved by the Transport and Environment Committee on January 21, 1991.

F O R A C T I O N

REPORT TO: MS. T. AGNELLO, SECRETARY
TRANSPORT AND ENVIRONMENT COMMITTEE

FROM: E. M. GILL, P. ENG.
ACTING COMMISSIONER OF ENGINEERING

DATE: January 10, 1991
COMM FILE:
DEPT FILE: 802-108

SUBJECT:

Independent Concrete Sidewalk Construction on the East Side of Nash Road at Barton Street.

RECOMMENDATION:

- a) That the Transport and Environment Committee recommend to City Council that the construction of an independent concrete sidewalk on the east side of Nash Road between Barton Street and a point 24 metres southerly be proceeded with at an estimated gross cost of \$3,200.00 as provided for in the 1990 portion of the 1990-1994 Capital Budget as Project No. 041-30000 - City's Share of Local Improvements;
- b) That the Finance and Administration Committee be requested to recommend a source of funds for this Capital Project;
- c) That the Acting Commissioner of Engineering be directed to prepare a survey plan and by-law to incorporate the required daylight triangle into road allowance;
- d) That the Acting Commissioner of Engineering be authorized to construct these works on behalf of the City of Hamilton, once all the necessary approvals have been received.



E.M. Gill, P.Eng.
Acting Commissioner of Engineering

Cont'd

-page 2-
December 4, 1990

**Independent Concrete Sidewalk construction
on the east side of Nash Road at Barton Street**

Cond't...

FINANCIAL IMPLICATIONS:

The construction of an independent concrete sidewalk at this location has been estimated at a gross cost of \$3,200.00. The lands adjacent to the proposed works, Eastlawn Cemetery, are owned by the City of Hamilton. Funds have been provided for the construction of this sidewalk in the 1990 portion of the 1990-1994 Capital Budget as Project No. 041-30000 - City's Share of Local Improvements.

BACKGROUND:

Sidewalks have not been constructed on the east side of Nash Road in the vicinity of Eastlawn Cemetery. An H.S.R. bus stop with concrete landing pad is located on the east side of Nash Road approximately 24 metres south of Barton Street. Passengers wishing to access this stop from the existing concrete walk on Barton Street must do so via a dirt path which, during inclement weather, creates a barrier for accessibility.

Adequate road allowance is available to construct independent concrete sidewalks, however it has been noted that a daylight triangle has not been provided on the south east corner. A daylight triangle provides an area for the use of traffic signal hardware, future corner radius revisions, and adequate sight visibility. The acquisition of this land, shown on the attached sketch, is presently underway.

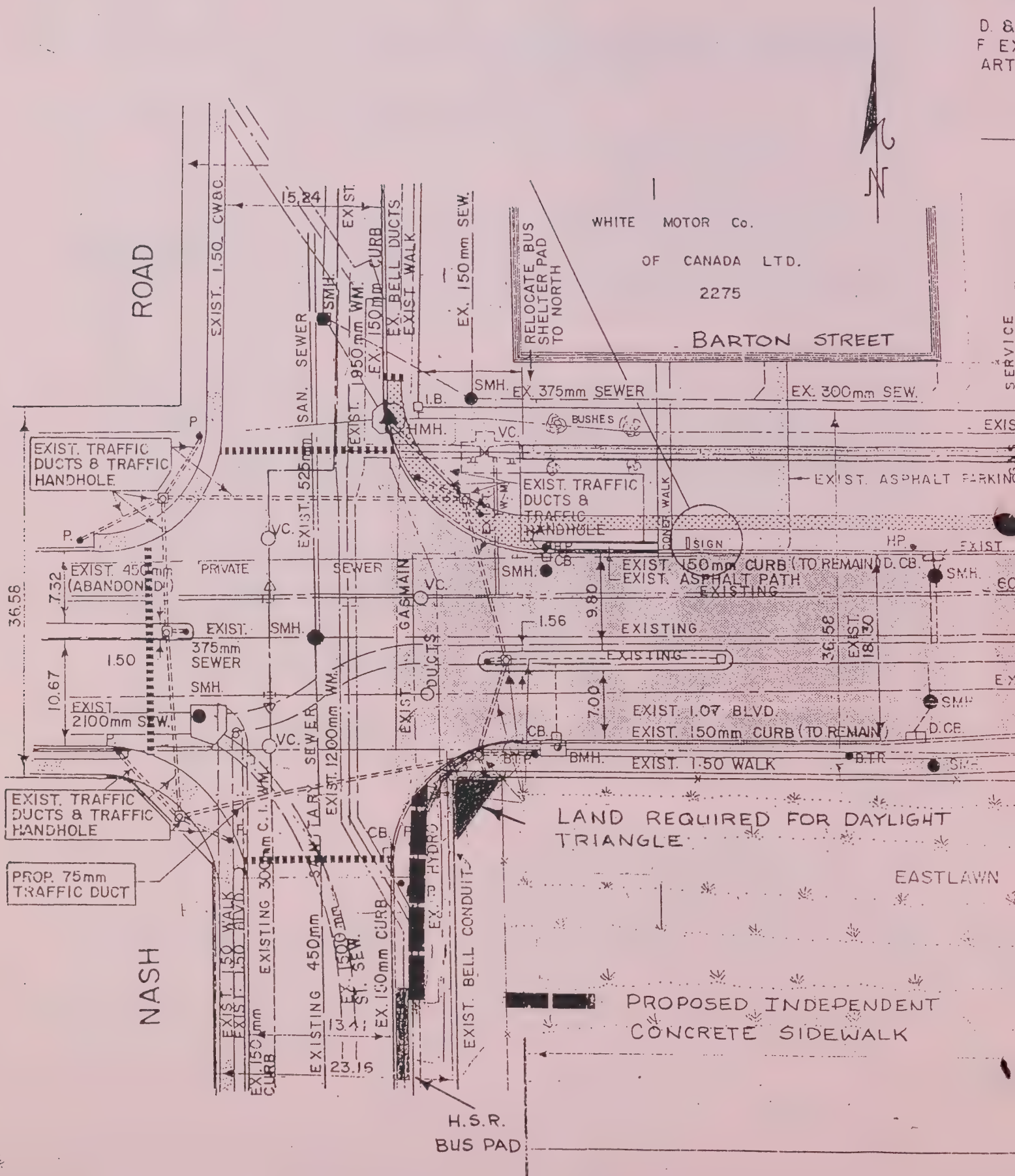
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attach

cc: E.C. Matthews, City Treasurer
cc: V.J. Abraham, Director of Local Planning
cc: D. Onishi, Director of Engineering Services
cc: J. Pavelka, Director of Public Works
cc: J. Thompson, Secretary, Finance and Administration Committee

JAN 14 1991

NASH ROAD AT BARTON STREET

PROPOSED CONCRETE SIDEWALK
AND LAND ACQUISITION



H(v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

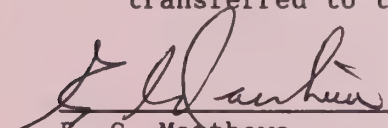
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: SACKVILLE HILL OLDER ADULT RECREATION CENTRE

RECOMMENDATION:

- a) That an estimated amount of \$35,000 be allocated temporarily from the Reserve for Capital Projects for the Sackville Hill Older Adult Recreation Centre pending receipt of the Ontario Municipal Board approval for soil test, survey and other miscellaneous expenditures.
- b) Upon receipt of Ontario Municipal Board approval, these expenditures be transferred to the appropriate accounts.


E. C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- See above recommendation.

BACKGROUND:

An application to Ontario Municipal Board has been made in the amount of \$3,500,000 for the above project. This amount is required temporarily to keep the project on schedule.

9.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

REPORT TO: Mrs. Lynn Dale, Secretary
Parks and Recreation Committee

FROM: Mr. D. W. Vyce
Director of Property

Mr. R. Sugden
Director of Culture & Recreation


SUBJECT: Sackville Hill Older Adult Recreation Centre
(AD-88-026)

RECOMMENDATION:

- (a) That approval be given to the Property Department to expend up to \$35,000.00 for soils testing, survey and other miscellaneous costs related to the project's feasibility stage.
- (b) That the Finance & Administration Committee be requested to recommend the method of financing the total funding of thirty-five thousand dollars (\$35,000.00).



D. W. Vyce, Director of Property



Robert Sugden, Director of Culture and Recreation

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N.A.

BACKGROUND:

- 1. (a) The City Council at its meeting held on 1990 November 13 approved the subject project at an estimated cost of \$3,500,000.00.
- (b) The City Council also approved the recommendations contained in the Feasibility Study for a Senior Citizen's Centre as prepared by the Institute of Environmental Research (1985) Inc., and Ferguson Ferguson Architects.

BACKGROUND:.....Cont'd

2. If the recommendation (a) is approved, the information prepared by the Soils Consultant and Land Surveyor might supplement the additional requirements of the Ontario Municipal Board (O.M.B.) application.

Soils tests and Land Surveying information is mandatory for design work to proceed.

3. The selection process of the Consultant Architect will proceed immediately and contractual agreement will be held until O.M.B. approval is received.

4. PROJECT SCHEDULE:

- (a) Anticipated O.M.B. approval by.....1991 February 25
- (b) Council approval of Consultant Architects.....1991 February 26
- (c) Design and Construction Documents.....1991 July 12
- (d) Construction Start.....1991 September 16
- (e) Occupancy.....1992 June 15

c.c. Alderman B. Hinkley, Alderman, Ward 3
Mr. Lou Sage, Chief Administrative Officer
Mr. R. Martiniuk, Manager, Architectural Division
Ms. Coralee Secore, Culture & Recreation
Mr. Mahendra Shah, Project Manager
Mr. E. C. Matthews, Treasurer
Mr. T. Bradley, Manager of Purchasing
Mr. P. Hooker, Law Department

H(vi)

CITY OF HAMILTON
- INFORMATION -

DEC 21 1990

DATE: 1990 December 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

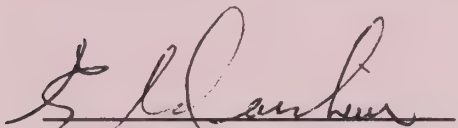
FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: STATUS OF UNCLASSIFIED REVENUE AND EXPENDITURES
AS AT NOVEMBER 30, 1990

BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at November 30, 1990.

These accounts are forwarded to this Committee on a monthly basis for the information of the members.


E. C. Matthews, Treasurer

Attach.

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT NOVEMBER 30, 1990

CENTRE NUMBER:CH 24201
Appropriation: \$ 70,000.00

COMMISSIONS:

Bell Telephone	11,328.31
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SALES:

Photocopier Reveune	361.25
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MISCELLANEOUS:

Witness Fees	860.91
Sales Tax	97.98
Scrap Metal	1527.95
Absences-Local 167	81.52
Cheques Written Off/Reinstated	9,311.79
Federal Excise Tax	10,370.59
OMERS Refunds	86.24
Abandon. Agree.- Robinsons	29,358.07
Fee-Canada Savings Bonds	1,380.00
Vending Machine Revenue-Washrooms	1,710.00

Total Revenue To Date	66,474.61
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Less: Appropriation	70,000.00
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Surplus (Deficit)	(3,525.39)
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CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT NOVEMBER 30, 1990

Centre Number: CH 24210
Appropriation: \$ 75,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	3,031.56
Executive Committee	84.44
Transport and Environment Committee	2,235.04
Keep Hamilton Clean Committee	333.17
Parks and Recreation	2,816.18
Crystal Palace Subcommittee	564.18
Golf Subcommittee	578.41
Hamilton Historical Board	3,900.81
Citizen Advisory	980.41
Waterfront Park Subcommittee	76.90
Planning and Development	3,904.94
Committee of Adjustment	896.06
C.A.I.P. Subcommittee	104.22
Downtown Action Plan	182.52
Non-Profit Housing	982.88
Hamilton Housing Corp	111.71
Legislation Committee	668.03
License Subcommittee	2,653.04
Farmers Market Subcommittee	316.82
French Subcommittee	715.28
Non Smoking Subcommittee	18.95
2nd Level Lodging Home	28.02
Taxi Force Sub-Committee	1,572.51
Insurance Advisory Subcommittee	172.61
Personnel Committee	20.79
Property Standards-Subcommittee	68.76
Finance and Administration Committee	8,871.75
Mundialization Committee	1,033.65
Football Hall of Fame	1,575.25
Canusa Games Committee	1,831.71
Civic Charity Committee	315.45
Management Team	548.10
Hamilton Arts Award	3,284.24
Hamilton Philharmonic Concert Committee	358.68
Freedom of Information Committee	65.88
Black Women's Small Business	244.40

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT NOVEMBER 30, 1990

MISCELLANEOUS

Cashiers Over and Short	25.20
Bell Telephone - Miscellaneous	18.80
258 Beach Blvd. - Maintenance Charges	1,675.28
Flowers and Wreaths	396.94
By-law Registration	2,133.00
Parking and Cab expenses	477.00
Hydro Charges - Road Sign	139.20
Federation of Canadian Municipalities-Board of Directors	4,735.97
Long Term Employees Gift Fund	750.00
T.H. & B. Railway Realty Taxes	1,028.39
Banner-Welcome To Hamilton	297.00
Federation of Canadian Municipalities-Board of Directors	874.00
Gallery of Distinction Award	1,000.00
Luncheon-Foggia Delegation	599.13
Arts and the Cities Lunch	275.19
P.A. System - Transport and Environment	1,063.80
Corporate Challenge	1,993.32
Italian Students Delegation	564.89
Hospitality Room-CPRA Conference	499.73
Smoking Cessation Program	3,730.92
United Way	300.00
C.P.P. & U.I.C. adjustment	116.99
Arts in the Cities	194.14
Legal Fees	695.40
City Hall Open House	1,753.34
City Hall Tours	110.00
Big City Mayor's Caucus, Vancouver, B.C. - B. Janssen	1,708.50
Legal Services-Fire Dept	568.00
Donation-Phillipines Relief	1,000.00

Total Expended	73,871.48
Less: Appropriation	75,000.00

Balance - Surplus (Deficit)	1,128.52
	=====

NOTE:

The cost of hosting the Japanese delegation on October 22, 1990 was \$8,280.16 (plus \$550.00 for mementoes), compared with the approved amount of \$8,000.00 in the council resolution. In addition, the amount, rather than being charged to this unclassified account, has been charged to the "Reserve for Special Events" account (international hosting).

H(vii)

CITY OF HAMILTON
- INFORMATION -

DEC 21 1990

DATE: 1990 December 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: STATUS OF HOSTING, RECEPTIONS AND RELATED ACCOUNTS
AS AT NOVEMBER 30, 1990

BACKGROUND:

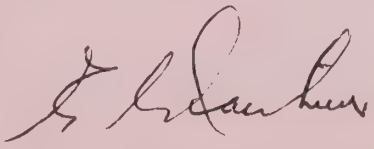
Attached are the following analyses of accounts related to hostings and receptions as at November 30, 1990.

	<u>Spent and Committed</u>	<u>Budget</u>	<u>Balance</u>
Hosting of Conferences			
- Municipal Subject Content	\$26,947	\$ 35,000	\$ 8,053
Special Civic Receptions and Delegation Hosting	41,162	48,000	6,838
Receptions - City Hall	9,007	8,000	(1,007)
Civic Pins, Medals and Rings	14,424	11,000	(3,424)
Use of City Hall - Outside Group	<u>3,520</u>	<u>3,660</u>	<u>140</u>
TOTAL	<u>\$95,060</u>	<u>\$105,660</u>	<u>\$10,600</u>

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

In addition, the following accounts also relate to hosting expenditures:

	<u>Spent and Committed</u>	<u>Budget</u>	<u>Balance</u>
Legislative Budget - Mementos Account	\$38,877	\$40,000	\$ 1,123
Reserve for Special Events (Including International Hosting)	<u>45,544</u>	<u>Reserve</u>	<u>_____</u>
TOTAL	<u>\$84,421</u>	<u>\$40,000</u>	<u>\$ _____</u>



c.c. Alderman T. Murray, Alderman, Ward 8

Attachs.

City of Hamilton
 HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
 Account CH 55307 80040
 for the period ended November 30, 1990

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
90/02/13	Ontario Business Improvement Area Association Conference	3,570.71	
90/04/24	Purchasing Management Association of Canada, Hamilton District	5,000.00	
90/05/29	North American Dobis Users Group	700.00	
90/05/29	Ontario Building Officials Association Annual Meeting	5,000.00	
90/05/29	Institutional and Municipal Parking Congress Conference	1,850.00	
90/06/26	1990 Canadian Museum Association Conference	1,126.68	
90/06/26	The Ontario Plumbing Inspectors' Association	2,000.00	
90/10/09	Non-Profit Housing Conference	7,700.00	

	Total Actual Expended to Date		26,947.39

	LESS: Appropriation		35,000.00

	SURPLUS (DEFICIT)		8,052.61
			=====

City of Hamilton
 SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
 Account CH 55314 84010
 for the period ended November 30, 1990

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
89/11/28	Civic Reception for C.F.L. Board of Directors, Media and Local Officials	5,901.19	
89/07/25	Memorial Cup Championship	20,000.00	
90/03/13	Arts & Cities Ontario Caucus	858.34	
90/03/13	Choralfest '90 Concert	2,727.00	
90/03/13	Challenges for International Broadcasting Conferences	1,054.07	
90/03/13	Civic Reception for Senior Management of the Credit Union for the 50th Anniversary	821.85	
90/03/27	Civic Banquet for the Ontario Bantam Hockey Championship	4,500.00	
90/03/27	Civic Reception for the performers, dignitaries and special guests of the 16th Annual Hamilton International Air Show	4,500.00	
90/05/29	Civic Reception in conjunction with the Board of the Hamilton Philharmonic Orchestra for Boris Brott	800.00	
	Adjusted Total Actual Expended to Date		41,162.45
	LESS: Appropriation		48,000.00
	SURPLUS (DEFICIT)		<u>6,837.55</u>

City of Hamilton
 RECEPTIONS - CITY HALL
 Account CH 55313 84010
 for the period ended November 30, 1990

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
101350	90/02/23	Visit of the Honourable Greg Sorbara	50.76
101646	90/02/28	Proclamation-Single Parent Week	21.38
101646	90/02/28	Visit of Jamaican Consul General	30.24
100904	90/02/16	Meeting with Mr. Myrnick	14.04
100904	90/02/16	Visit of the Honourable Shirley Martin	53.46
100904	90/02/16	Visit of D. Vivian & J. Awad at Sheraton	50.87
100904	90/02/16	Press Conference-Lily Munro	65.07
100904	90/02/16	Proclamation-National Non-Smoking Week	130.46
100904	90/02/16	Meeting Re: St. Joseph's Hospital	21.06
100904	90/02/16	Proclamation-Ukrainian Canadian Independence	445.50
100904	90/02/16	H.P.O. Meeting	17.01
100904	90/02/16	I.O.D.E. Proclamation	48.06
102523	90/03/23	Proclamation-Kidney Foundation Month	10.80
102523	90/03/23	Proclamation-International Food Service Week	8.10
102523	90/03/23	Visit of the Honourable John Corbie	9.72
102523	90/03/23	Visit of Mr. Bob Wong	29.97
102523	90/03/23	Soviet Visitors	26.73
102624	90/03/23	A&B Catering	80.00
103011	90/03/30	Reception-Boy Scouts from St. Giles	4.54
103011	90/03/30	Reception for Doris Skorpid	88.83
104343	90/04/13	Dutch Culture & Heritage Meeting	14.04
104601	90/04/20	Arts & the Cities - Mayor's Reception	119.88
104601	90/04/20	Civic Ceremony	109.62
104601	90/04/20	Reception for R.H.L.I. Cadets from England	62.91
104601	90/04/20	Science Day Proclamation	51.30
104601	90/04/20	School Children - Mayor's Reception	22.68
105349	90/05/04	The Honourable Doug Lewis	39.15
105349	90/05/04	Meeting with CUPE re: day of mourning	21.81
105349	90/05/04	Interview with editor of Hamilton Journal	10.85
105864	90/05/08	Day of Mourning Ceremony	1,261.66
105864	90/05/08	Proclamation-M. S. Carnation Month	43.52
105864	90/05/08	Proclamation-Schizophrenia Awareness Week	18.79
106876	90/05/17	Proclamation-Catholic Women's League Week	75.27
106876	90/05/17	Mayor's Office-various	61.77
108139	90/05/25	Press Conference-"Just Phone" Committee of Inquiry	98.28
108139	90/05/23	Visit of School Children	25.92
108139	90/05/25	Media Reception	53.46
108139	90/05/24	Visit of Korean Consul General	8.64
108139	90/05/23	Dutch Culture Feasibility Study	21.06
108900	90/06/12	Meeting with Board of Education Officials	19.60
108900	90/06/12	Proclamation-St. Peter's Hospital Week	21.38
108900	90/06/12	Boy Scouts/Girl Guides	22.46

110135	90/06/26	Proclamation-Philippine Day	291.60
110135	90/06/26	Proclamation-Shiela Copps Day	264.60
110135	90/06/26	Proclamation-Management Week	27.37
110135	90/06/26	Meeting with members of Provincial Legislature	370.17
111053	90/07/05	Proclamation - "JUST SAY NO" Week	19.98
113162	90/07/30	Ukrainian Guests	28.72
113162	90/07/30	Ward 3 Citizens for Citizenship Meeting	8.42
113298	90/08/03	Aldermen	12.96
113608	90/08/09	Visit of IOC Delegation	21.87
114004	90/08/14	Proclamation Re: Nagasaki Day	151.20
114495	90/08/21	Press Conference-Mayor of Flint	35.10
114495	90/08/21	Reception-Bernice Price & Neighbours	28.08
114495	90/08/21	Japanese Delegation	27.00
114495	90/08/21	Don Eperson's 90th Birthday	21.06
114495	90/08/21	Red Birds Press Conference	10.53
115041	90/08/28	Korean Delegation	43.30
115840	90/09/06	Reception-Alderman John Smith	535.11
115840	90/09/06	Reception-Hamilton Students for Wilfred Laurier	223.02
115840	90/09/06	Visiting Students from Italy	90.18
115840	90/09/06	Press Conference	35.64
115840	90/09/06	Arts and the Cities Meetings	12.96
117523	90/09/28	Reception for Foggia Delegation	385.56
117523	90/09/28	Shinerama Proclamation	64.74
117916	90/10/02	Reception for Alderman David Christopherson	627.16
118121	90/10/02	Flowers for Alderman Christopherson Reception	68.58
117912	90/10/02	Royal Canadian Legion Proclamation	26.73
117912	90/10/02	Delegation from Fukiyama, Japan	191.86
118804	90/10/16	Welcome for Italian Veterans Group	251.64
118804	90/10/16	UNICEF - World Summit Day for Children	168.48
118804	90/10/16	MWE Meeting with Mr. McGhir	28.35
118804	90/10/16	Visit to Hamilton of Mayor Karen George	28.30
122524	90/11/15	Cycling Event	10.53
121865	90/11/11	Proclamation "Croatian National Home Week"	145.80
121865	90/11/08	N.H.L. Media Conference	51.30
121865	90/11/08	N.H.L. Media Conference	29.97
122524	90/11/22	Regional Chairman Task Force	89.10
122524	90/11/19	City Council	75.60
122524	90/11/23	V.I.P.'S from England	14.04
121154	90/10/18	Exhibition of Australian Aboriginal & Canadian Art	350.73
121154	90/10/23	Japanese Delegation	196.29
121154	90/10/18	Australian Art Exhibit	59.40
121154	90/10/22	Meeting re: Hockey	21.98
121154	90/10/16	Reception for out of town visitors	14.04
121865	90/11/08	Media Conference	457.65

Total Actual Expended to Date	9,007.35
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LESS: Appropriation	8,000.00
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SURPLUS (DEFICIT)	(1,007.35)
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City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended November 30, 1990

REFERENCE NUMBER	DESCRIPTION	AMOUNT \$
104522	10K Man's Ring	4,310.13
104522	10K Man's Ring and Box	2,286.69
104522	5PT 'C' Diamond and Genuine Ruby Ring	167.40
104228	5PT 'C' Diamond and Genuine Ruby Ring	255.96
Various	City Clerk's Civic Awards	(870.73)
110217	10K Man's Ring	3,828.66
110217	10K Man's Ring with box	386.10
Various	Canusa Games Civic Awards	(316.17)
113758	10K Man's Ring	326.43
116548	Genuine Ruby in White Collet	45.90
118244	10K Lady's Civic Ring	597.03
119873	Civic Champ Rings/Lady's Champ Rings	3,173.68
120174	10k Man's Civic Ring	233.01
	Total Actual Expended to Date	14,424.09
	Less: Appropriation	11,000.00
	SURPLUS (DEFICIT)	(3,424.09)

City of Hamilton
USE OF CITY HALL-OUTSIDE GROUPS
Account CH 55222 10034
for the period ended November 30, 1990

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT \$
JV01031	90/01/31	Ukranian Proclamation-Overtime for M. Langille	99.64
JV03043	90/03/02	Special Meeting-Overtime for S. Vickers	185.70
JV04099	90/04/11	Overtime payment for Property Maintenance staff	55.71
JV04293	90/04/27	Earth Day-Overtime for M. Langille	198.08
JV05068	90/05/09	Overtime payment for Property Maintenance staff	501.39
JV05249	90/05/25	Boy Scouts Parade-Overtime for M. Langille	185.70
JV06056	90/06/08	Veterans Day Parade-Overtime for M. Langille	129.99
JV06130	90/06/12	Erect/dismantle reviewing stand-Boy Scout Parade	579.50
JV06257	90/06/22	Veterans Day Parade-Overtime for M. Langille	105.23
JV10130	90/10/15	Erect/dismantle reviewing stand-Labour Day Parade	733.18
JV10253	90/10/25	Overtime payment for Property Maintenance staff	75.02
121620	90/11/15	City Hall Tours	50.00
JV11289	90/11/26	Distribute Property Maintenance Charge to others	545.86
JV11307	90/11/23	Overtime for M. Langille Property & Maintenance	75.02
Total Actual Expended to Date			3,520.02
LESS: Appropriation			3,660.00
SURPLUS (DEFICIT)			139.98

H(viii)

CITY OF HAMILTON

DEC 21 1990

— INFORMATION —

DATE: 1990 December 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: SUMMARY OF REVENUES AND EXPENDITURES FOR THE
ELEVEN MONTHS ENDED NOVEMBER 31, 1990 COMPARED
WITH BUDGET

BACKGROUND:

Attached is a Summary of Revenues, (Pages 1 and 2) and a Summary of Expenditures by Standing Committee (Page 3) for the period ended November 31, 1990, comparing budget to actual for 1990 and also comparing the current percentage of actual to budget with the previous year's percentage.

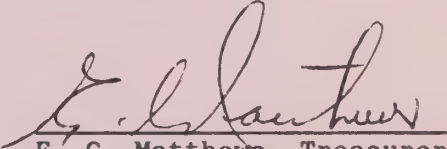
I am sending a copy of this report along with the appropriate financial information to the respective secretaries of the other three standing committees, and other committees, for their review. Each committee report contains Treasury comments.

REVENUES:

Pages 1 and 2 - Page 2, Revenues in total for 1990 are slightly lower than 1989 - 100.1% vs. 100.9% which means, overall, the position through to year end appears to be stable.

EXPENDITURES:

Page 3, Total City Expenditures for 1990 expressed as a percentage of the total approved budget are slightly higher than 1989 - 96.8% vs. 93.9% which means, overall, the position through to year end appears to be stable.


E. C. Matthews, Treasurer

Att'd.

c.c. Mrs. S. Reeder, Secretary, Planning and Development Committee
Mrs. L. Dale, Secretary, Parks and Recreation Committee
Ms. T. Agnello, Secretary, Transport and Environment Committee
Mr. S. Dembe, Secretary, Hamilton-Scourge Committee
Mr. D. Carson, Executive Assistant to the Mayor
Mrs. L. Dale, Secretary, Information Systems

CITY OF HAMILTON

SUMMARY OF THE CITY REVENUES FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO-DATE (3)	PERCENT REVENUE TO-DATE CURR YR (4)	PERCENT REVENUE TO-DATE PREV YR (5)	BALANCE (6)
PREVIOUS YEAR SURPLUS	1,000,000	1,000,000	100.0	100.0	0
TAXATION					
1990 LEVY	385,806,170	385,806,261	100.0	100.0	(91)
SUPPLEMENTARY	5,271,730	4,925,609	93.4	156.4	346,121
SPECIAL ASSESSMENTS	7,422,310	7,394,004	99.6	96.9	28,306
TOTAL TAXATION	398,500,210	398,125,874	99.9	100.6	374,336
OTHER REVENUES					
GRANTS, SUBSIDIES	31,412,790	32,568,260	103.7	101.3	(1,155,470)
TRANSFER FROM RESERVES	1,565,100	1,565,100	100.0	100.0	0
FINANCIAL	866,180	831,845	96.0	123.8	34,335
TOTAL OTHER REVENUES	33,844,070	34,965,205	103.3	101.9	(1,121,135)

CITY OF HAMILTON

SUMMARY OF THE CITY REVENUES FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO-DATE (3)	PERCENT REVENUE TO-DATE CURR YR (4)	PERCENT REVENUE TO-DATE PREV YR (5)	BALANCE (6)
USER FEES					
CITY CLERK	1,293,990	1,369,414	105.8	117.1	(75,424)
TREASURY-Interest Tax Penalty	8,374,360	9,431,000	112.6	104.4	(1,056,640)
PLANNING	119,100	91,512	76.8	61.7	27,588
REAL ESTATE AND PROPERTY AND MAINTENANCE	843,380	797,487	94.6	102.4	45,893
COMMUNITY DEVELOPMENT	271,380	236,619	87.2	81.6	34,761
FIRE	80,000	80,155	100.2	117.6	(155)
BUILDING	4,000,000	3,171,369	79.3	135.3	828,631
LOCAL ROADS - REGION	42,520	40,285	94.7	112.9	2,235
STREETS AND SANITATION	459,750	482,754	105.0	112.7	(23,004)
CEMETERIES	1,266,920	993,172	78.4	73.8	273,748
FLEET SERVICES	34,810			40.3	34,810
RECREATION & COMMUNITY SERVICES	3,211,680	3,643,804	113.5	98.1	(432,124)
CULTURE	260,260	229,881	88.3	99.3	30,379
TRAFFIC	3,176,940	2,708,442	85.3	92.4	468,498
TOTAL USER FEES	23,435,090	23,275,894	99.3	105.0	159,196
REPORT TOTAL	456,779,370	457,366,973	100.1	100.9	(587,603)

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
FINANCE AND ADMINISTRATION COMMITTEE							
PARKS AND RECREATION	97,580,200	972,091	87,642,104	88,614,195	90.7	91.3	9,066,005
PLANNING AND DEVELOPMENT	22,254,600	452,604	19,586,154	20,038,758	90.0	88.5	2,215,842
TRANSPORT AND ENVIRONMENT	6,581,440	7,272	5,947,334	5,954,606	90.5	86.8	626,834
	25,114,730	207,281	22,757,557	22,964,838	91.4	85.5	2,149,892
TOTAL STANDING COMMITTEES	151,630,970	1,639,248	135,933,149	137,572,397	90.7	89.3	14,058,573
OTHER SPECIAL COMMITTEES							
HAMILTON SOURCE PROJECT	159,560	4,640	106,220	110,860	69.5	63.0	48,700
INFORMATION SYSTEMS	3,611,540	229,253	3,075,386	3,304,639	91.5	92.4	306,901
MAYOR'S RACE RELATIONS COMMITTEE	12,500		4,497	4,497	36.0	0.0	8,003
TOTAL SPECIAL COMMITTEES	3,783,600	233,893	3,186,103	3,419,996	90.4	90.9	363,604
TOTAL CITY EXPENDITURES	155,414,570	1,873,141	139,119,252	140,992,393	90.7	89.7	14,422,177
REGIONAL COUNCIL AND EDUCATIONAL BOARDS							
REGION	107,207,300	8,933,300	98,274,000	107,207,300	100.0	100.0	0
BOARD OF EDUCATION	159,859,200	13,321,600	146,537,600	159,859,200	100.0	100.0	0
SEPARATE SCHOOL BOARD	34,298,300	2,858,300	31,440,000	34,298,300	100.0	100.0	0
TOTAL REGIONAL COUNCIL AND EDUCATIONAL BOARDS	301,364,800	25,113,200	276,251,600	301,364,800	100.0	100.0	0
	456,779,370	26,986,341	415,370,852	442,357,193	96.8	93.9	14,422,177

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

FINANCE AND ADMINISTRATION COMMITTEE

CITY OF HAMILTON
TREASURYFINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PREV YR (7)	BALANCE (8)
LEGISLATIVE	1,337,330	7,741	1,168,697	1,176,438	88.0	89.0	160,892
CLERK	2,642,720	42,099	2,437,555	2,479,654	93.8	91.5	163,066
CHIEF ADMINISTRATIVE OFFICE	178,080	155	159,482	159,637	89.6	89.8	18,443
FIRE	30,486,540	99,603	26,686,885	26,786,488	87.9	88.5	3,700,052
HUMAN RESOURCES	2,163,430		1,942,799	1,942,799	89.8	81.6	220,631
PROPERTY - REAL ESTATE	558,140	2,475	445,465	447,940	80.3	89.7	110,200
- PROPERTY	6,188,330	180,316	4,972,878	5,153,194	83.3	77.2	1,035,136
- ARCHITECT	425,940	461	378,067	378,528	88.9	72.6	47,412
LAW DEPARTMENT	1,779,860	6,774	1,233,854	1,240,628	69.7	86.7	539,232
TREASURY - FINANCE	3,071,550	36,220	2,725,597	2,761,817	89.9	84.0	309,733
- PURCHASING	378,880	6,740	316,364	323,104	85.3	86.9	55,776
- CITY GARAGE	0	35,325	(76,528)	(41,203)	0.0	0.0	41,203
TOTAL DEPARTMENTS	49,210,800	417,909	42,391,115	42,809,024	87.0	86.4	6,401,776
LOCAL BOARDS							
LIBRARY	11,934,710		10,282,771	10,282,771	86.2	86.3	1,651,939
PARKING	[136,950]		[153,938]	[153,938]			[15,988]
H.E.C.F.I.	2,502,180		2,652,180	2,652,180	101.9	69.1	(50,000)
CENTRAL UTILITIES PLANT	2,724,340	64,538	2,210,563	2,275,101	83.5	80.4	449,239
TOTAL LOCAL BOARDS	17,261,230	64,538	15,145,514	15,210,052	88.1	83.7	2,051,178

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERV YR (7)	BALANCE (8)
OTHER BUDGETS							
H.S.P.C.A.	828,910		757,542	757,542	91.4	93.1	71,368
MUNDIALIZATION COMMITTEE	7,790	350	2,219	2,569	33.0	48.2	5,221
STATUS OF WOMEN COMMITTEE	10,450		6,604	6,604	63.2	61.1	3,846
PUBLIC RELATIONS	165,000		118,062	118,062	71.6	78.4	46,938
RECEPTIONS AND PUBLIC EVENTS	68,000		66,501	66,501	97.8	100.5	1,499
GRANTS	600,000		544,373	544,373	90.7	90.4	55,627
TOTAL OTHER BUDGETS	1,680,150	350	1,495,301	1,495,651	89.0	88.0	184,499
SUBTOTAL	58,152,180	482,797	59,031,930	59,514,727	87.3	85.8	8,637,453
FINANCIALS							
DEBT CHARGES - LOCAL IMPROVEMENTS	477,490		477,490	477,490	100.0	100.0	0
CAPITAL LEVY	5,902,000		5,902,000	5,902,000	100.0	100.0	0
PROVISION FOR DEBT RESERVE	14,724,000		14,724,000	14,724,000	100.0	100.0	0
PROVISION FOR OTHER RESERVES	3,851,740	415,538	3,436,202	3,851,740	100.0	100.0	0
FINANCIAL - VARIOUS	4,006,530	73,756	3,932,774	3,932,774	98.1	139.5	398,480
CONTINGENCY	57,000						57,000
MISCELLANEOUS	509,260	0	536,189	536,189	105.3	82.3	(26,929)
TOTAL FINANCIALS	29,528,020	489,294	28,610,175	29,099,469	98.5	103.4	428,551

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
TOTAL FINANCE & ADMINISTRATION COMMITTEE	97,680,200	972,091	87,642,105	88,614,196	90.7	91.3	9,066,004

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments, local boards and other accounts on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

HAMILTON SCOURGE PROJECT

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
HAMILTON SCOURGE PROJECT	159,560	4,640	106,220	110,860	69.5	63.0	48,700
	159,560	4,640	106,220	110,860	69.5	63.0	48,700

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT CURR YR (6)	EXPENDED PREV YR (7)	BALANCE (8)
INFORMATION SYSTEMS	3,611,540	229,253	3,075,386	3,304,639	91.5	92.4	306,901
	3,611,540	229,253	3,075,386	3,304,639	91.5	92.4	306,901

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

MAYOR'S RACE RELATIONS COMMITTEE

CITY OF HAMILTON
TREASURYFINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT CURR YR (6)	EXPENDED PREV YR (7)	BALANCE (8)
MAYOR'S RACE RELATIONS COMMITTEE	12,500		4,497	4,497	36.0	0.0	8,003
	12,500	0	4,497	4,497	36.0	0.0	8,003

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

PLANNING AND DEVELOPMENT COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PLANNING AND DEVELOPMENT COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6) PREV YR (7)	BALANCE (8)
COMMUNITY DEVELOPMENT	547,540	736	525,869	526,605	96.2	90.9
BUILDING	4,123,440	6,536	3,671,443	3,677,979	89.2	85.3
PLANNING BY REGION	1,883,610		1,739,022	1,739,022	92.3	88.4
COMMITTEE OF ADJUSTMENT	11,000		11,000	11,000	100.0	100.0
HAM. HOUSING DEFICIT	14,650					0
MAYOR'S AWARD PROGRAM	1,200					14,650
						1,200
	6,581,440	7,272	5,947,334	5,954,606	90.5	86.8
						626,834

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

PARKS AND RECREATION COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PARKS AND RECREATION COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
CEMETERIES	2,857,450	78,453	2,452,141	2,530,594	88.6	78.2	326,856
PARKS	8,793,900	181,437	7,964,678	8,146,115	92.6	96.7	647,785
RECREATION	9,127,380	145,476	7,953,275	8,098,751	88.7	84.9	1,028,629
CULTURE	1,402,120	46,865	1,155,533	1,202,398	85.8	81.1	199,722
HAMILTON VETERANS COMMITTEE	16,260	331	10,077	10,408	64.0	61.2	5,852
WATERFRONT PROJECT	57,490	42	50,450	50,491	87.8	88.8	6,999
	22,254,600	452,604	19,586,154	20,038,758	90.0	88.5	2,215,842

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

TRANSPORT AND ENVIRONMENT COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE TRANSPORT AND ENVIRONMENT COMMITTEE
FOR THE PERIOD ENDED NOVEMBER 30, 1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6) PREV YR (7)	BALANCE (8)
TRAFFIC	3,863,850	55,955	3,409,855	3,465,810	89.7	398,040
PUBLIC WORKS	16,409,270	118,869	15,509,287	15,628,156	95.2	781,114
CENTRAL SERVICES GARAGE	(3,620)	32,457	259,346	291,803		(295,423)
SERVICES PURCHASED FROM THE REGION - LOCAL ROADS	3,788,690		2,665,002	2,665,002	70.3	1,123,688
- SCHOOL TRAFFIC	990,440		853,294	853,294	86.2	137,146
- POLLUTION CONTROL	66,100		60,773	60,773	91.9	5,327
	25,114,730	207,281	22,757,557	22,964,838	91.4	2,149,892

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

I.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. Heintz
Secretary, Keep Hamilton Clean Committee

SUBJECT: Keep Hamilton Clean Committee
Duties and Responsibilities (PW91-8045B)

RECOMMENDATION:

(a) That the following updated Terms of Reference for the Keep Hamilton Clean Committee be approved:

In addition to any other duties prescribed by City Council, the duties and responsibilities of the Keep Hamilton Clean Committee shall be as follows:

(i) To report and/or recommend to the appropriate Standing Committee(s) of City Council on matters with respect to littering, dumping, defacing property by means of illegal postings, graffiti, etc. and generally on Keeping Hamilton Clean.

(ii) To report to the Finance and Administration Committee on all other matters.

(iii) The Committee shall be composed of at least one member of City Council and twelve citizens appointed by City Council on the recommendation of the Finance and Administration Committee.

(iv) The terms of the Committee members shall be staggered such that four citizens are appointed annually.

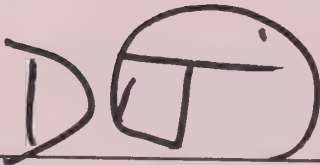
(v) The Committee shall be a policy formulating and deliberating body with authority only to recommend; with the exceptions of specific areas or programs delegated to the Committee or approved by City Council.

(vi) The Committee shall annually elect from within its membership a Chairperson and Vice Chairperson; neither of whom shall serve in this capacity for longer than two City Council terms.

(b) That the Keep Hamilton Clean Committee be the Central Committee responsible for organizing and co-ordinating the "PITCH-IN Week" activities during a week in May each year.

(c) That the following citizen's be appointed as members of the Keep Hamilton Clean Committee:

- i) Ms. Jane Evans (term to expire 1993 December 31)
- ii) Ms. Barbara MacLeod (term to expire 1993 December 31)
- iii) Ms. Karen Whyte (term to expire 1993 December 31)
- iv) Mr. Dan Walker (term to expire 1993 December 31)
- v) Mr. Stan Baker (term to expire 1992 December 31)
- vi) Mr. Larry Stasuik (term to expire 1991 December 31)



D. Heintz, Secretary
Keep Hamilton Clean Committee

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The original Terms of Reference were approved by City Council at its meeting held on 1988 July 26. The current updating deals mainly with the addition of two members to bring the complement of the Keep Hamilton Clean Committee to twelve citizen members and is of a housekeeping nature.

dh/

c.c. Alderman B. Hinkley, Chairman, Finance & Administration Committee
and Chairman, Keep Hamilton Clean Committee

J.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
Hamilton Status of Women Sub-Committee

SUBJECT: HAMILTON STATUS OF WOMEN SUB-
COMMITTEE'S APPOINTEE TO ADVISORY
COMMITTEE ON EQUITABLE REPRESENTATION
OF COMMITTEES, BOARDS AND COMMISSIONS

RECOMMENDATION:

That Mary McKenzie be appointed to the Advisory Committee on Equitable Representation on Committees, Boards and Commissions to represent the Hamilton Status of Women Sub-Committee.

C. Coutts

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

City Council at its meeting held 1990 December 11 established an Advisory Committee on Equitable Representation on Committees, Boards and Commissions with the following composition:

- a) Alderman Agostino
- b) Alderman Kiss
- c) One additional Member of City Council (optional)
- d) Mr. Michael Webber, Mayor's Race Relations Committee
- e) Mr. Tyrone Childs, Mayor's Race Relations Committee
- f) One representative from the Hamilton Status of Women Sub-Committee
- g) One representative from the Regional Advisory Committee for the Disabled
- h) Three members from the Community at large

The Hamilton Status of Women Sub-Committee at its meeting held 1991 January 14 appointed Mrs. Mary McKenzie as the Committee's representative on the Advisory Committee for Equitable Representation on Committees, Boards and Commissions.

LARGE URBAN SECTION TENTH ANNUAL MEETING

April 24 - 26, 1991

Quality Hotel Oakville
754 Bronte Road
Oakville, Ontario L6J 4Z3
(416) 847-6667

- PROGRAM -

The theme of the Large Urban Annual Meeting will focus on rationalization of programs and funding responsibilities, and sustainable development.

WEDNESDAY, APRIL 24TH

2:30 p.m. - 4:00 p.m.	Large Urban Mayors' Roundtable Forum
4:00 p.m.	Large Urban Executive Committee
7:00 p.m. - 9:00 p.m.	Registration
8:30 p.m.	Reception

THURSDAY, APRIL 25TH

8:00 a.m. - 3:00 p.m.	Registration
8:00 a.m. - 9:15 a.m.	Breakfast
9:15 a.m. - 9:45 a.m.	Opening General Session

Chairperson: Liz Behrens, Councillor, Town of Oakville and Chairperson, Large Urban Section

- Greetings from the Town of Oakville
Ann Mulvale
Mayor
Town of Oakville

(OVER)

- Greetings from AMO
John Harrison
Councillor
Township of Delhi
President, AMO
- Annual Report
Liz Behrens
Councillor
Town of Oakville
- Report of the Nominating Committee
Michael Bradley
Mayor
City of Sarnia

9:45 a.m. - 10:30 a.m.

Keynote Address
The Honourable Bob Rae (Invited) *
Premier of Ontario

(* Mr. Rae's address may take place at luncheon.)

10:30 a.m. - 12:00 noon

General Session

12:00 noon - 1:30 p.m.

Luncheon

1:30 p.m. - 3:00 p.m.

General Session

3:00 p.m. - 4:30 p.m.

General Session or Tour

6:30 p.m.

Reception and Dinner

The Honourable Dave Cooke (Invited)
Minister of Municipal Affairs
and Minister of Housing

FRIDAY, APRIL 26TH

8:15 a.m.

Buffet Breakfast

8:15 a.m. - 9:00 a.m.

Election for Large Urban Section
Executive Committee (if required)

9:00 a.m. - 10:30 a.m.

General Session

10:30 a.m. - 12:00 noon

General Session

12:00 noon - 12:15 p.m.

Closing General Session
• Prize Draw

12:15 p.m.

Incoming Executive Committee Meeting

THE CORPORATION OF THE
TOWN OF OAKVILLE

OFFICE OF THE
MAYOR



1225 TRAFALGAR ROAD
P.O. BOX 310
OAKVILLE, ONTARIO
L6J 5A6

TELEPHONE: (416) 338-4173
FACSIMILE: (416) 338-4188

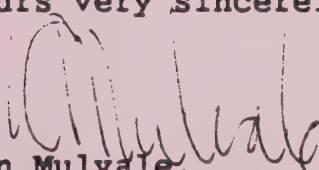
The people of the Town of Oakville and its Council feel privileged to have the opportunity to host the 1991 Large Urban Conference.

As we move into the very first days of 1991, we know how quickly April 24th will arrive. We are confident that we can provide a pleasant environment for a very stimulating Conference, and assure you that your needs will be foremost in our minds.

All of us face challenging times as we serve the people of our respective communities. It follows that with a new Provincial Government, it is essential that our Association gains an early measure of their modus operandi.

I will look forward personally to welcoming each of the delegates to the Conference and urge you to make attendance a priority within your community.

Yours very sincerely,


Ann Mulvale,
MAYOR,
TOWN OF OAKVILLE.

AM/ds



Conference Registration Form

Large Urban Section Conference

Wednesday, April 24th - Friday, April 26th, 1991

QUALITY HOTEL - Oakville, Ontario

Municipality / Organization:

PLEASE PRINT
< *** This form CANNOT be processed unless accompanied with proper payment *** >

Delegate's Name		Delegate's Title	Delegate Registration Fee Enclosed	Companion's Name		Companion Registration Fee Enclosed
First Name	Last Name			First Name	Last Name	
			\$			\$
			\$			\$

CONFIRMATION:

Confirmation will be sent separately to each individual listed on this form at the address below. Please allow 3 to 4 weeks for processing.

Address:

REGISTRATION FEE SCHEDULE

DELEGATE OR VISITOR

FEE	\$ 165.00
GST	11.55
TOTAL	\$ 176.55

COMPANION

FEE	\$ 95.00
GST	6.65
TOTAL	\$ 101.65

Registration forms will be accepted up to and including April 12, 1991. After that date, all registrations must be on-site at the conference.

REFUND POLICY:

Administration fee for delegate cancellations and refunds will be \$53.50 (\$50 + \$3.50 GST).

Requests for refunds must be in writing and received by AMO within seven (7) days after the completion of the conference. Please allow 3 to 4 weeks for processing.

TOTAL FEES ENCLOSED
(A) + (B)TOTAL
(B)TOTAL
(A)

Association of Municipalities of Ontario . 100 University Avenue, Suite 805 . Toronto, Ontario . M5J 1V6 . (416) 593-1441



CITY COUNCIL

Brian Hinkley Alderman Ward Three

71 Main Street West
Hamilton, Ontario
L8N 3T4

Tel: (416) 546-2730
Res: (416) 572-7500

Finance & Administration
Committee
-Chairman

Keep Hamilton
Clean Committee
-Chairman

Seniors Centre
Feasibility Study
-Chairman

Harbour Task
Force
-Chairman

Handbill
Sub-Committee
-Chairman

Hamilton Municipal
Retirement Fund
-Chairman

Hamilton Seniors
Council
-Liaison

Parks & Recreation
Committee
-Member

Hamilton Non-Profit
Housing
-Member

Regional Engineering
Committee
-Member

Regional Economic
& Planning Committee
-Member

Chairman's Environmental
Advisory Committee
-Member

Hamilton-Wentworth
Children's Aid Society
-Member

December 27, 1990.

DEC 28 1990

Mr. John Thompson,
Secretary,
Finance and Administration Committee,
The Corporation of the City of Hamilton,
City Hall,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4.

Dear Mr. Thompson:

Re: REALTY TAX PAYMENT SCHEDULE

At the present time the City of Hamilton bills the Taxpayers of Hamilton on the basis of four tax billings. This matter has been the subject of much discussion in the past.

I believe the Tax Billing Schedule commences in February with the Pre-Levy and then immediately following the first Instalment is a second due date in March. I also believe the next Instalments are due at the end of June and the end of September.

I am proposing that the Finance and Administration Committee review the due dates for payment.

In the past there have been various proposals to modify the payment schedule. I would suggest that the Taxes due in February and March are just too close together, following Christmas and the expenses so many people must meet during the winter months. Most people are particularly hard hit at this time of year with the heating bills and such coming all at the same time. I would, therefore, suggest that the Finance and Administration Committee consider moving the March due date one month ahead so that the due date would then be at the end of April.



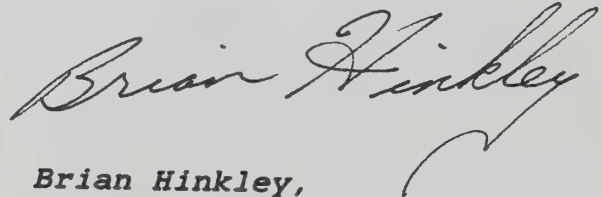
Recycled Paper

Page 2 ...

Please place this matter on the next Agenda of the Finance and Administration Committee for discussion.

Your co-operation and assistance is very much appreciated.

Yours truly,

A handwritten signature in cursive script that reads "Brian Hinkley". The signature is written in dark ink and is positioned above the typed name.

Brian Hinkley,
Alderman, Ward 3.

BH:dd

c.c. Lou Sage, Chief Administrative Officer, City of
Hamilton;

E. C. Matthews, Treasurer, City of Hamilton.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 21

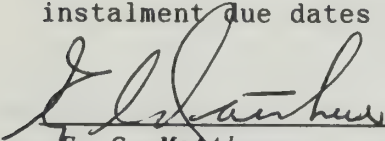
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: Realty Tax Instalment Due Dates

RECOMMENDATION:

That the City of Hamilton continue with the present schedule of realty tax instalment due dates (February, March, June and September) for the year 1991.


E. C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The loss in revenue to the City delaying the realty tax March instalment to April would amount to \$625,000 after considering the loss in short term interest, and, penalty and interest on the arrears of taxes, and, the additional cost of discount.

BACKGROUND:

Attached is a copy of a letter dated December 27, 1990 from Alderman B. Hinkley to the Secretary of the Finance and Administration Committee requesting that consideration be given to moving the March instalment due date for realty taxes to April.

We have reviewed the implications of this proposal and can provide you with the following information:

Financial Considerations

=====

a) Short Term Interest Revenues

The City of Hamilton collected approximately \$47.5M in March 1990 from the prelevy realty tax billing. Assuming an interest rate of 11% (the forecasted rate which we will be earning on current investments if interest rates continue to fall), the loss in short term interest revenue would be approximately \$430,000 if the March instalment was moved to April which would delay the receipt of these monies by one month.

1991 January 21

Mr. J. D. Thompson, Secretary
Finance and Administration Committee - Page 2

BACKGROUND: - Continued

b) Discount Allowed on the Prepayment of Taxes

The City of Hamilton presently allows a 4% discount per annum to those taxpayers who prepay their realty taxes. The cost to the City of Hamilton to provide this discount on the prelevy billing in 1990 amounted to \$60,000. Assuming the March instalment was moved to April and the taxpayers continued with the same payment patterns, i.e., the same number continued to prepay their taxes, the cost of providing this discount by the City would double to \$120,000. Under this proposal, these taxpayers who prepay the March instalment in February of each year would be remitting monies for this instalment two months in advance of the due date rather than one month under the present system which would effectively double the discount cost to the Corporation.

c) Penalty and Interest on Outstanding Taxes

Our analysis of prior years taxes indicated that of the total amount billed in March 1990, an amount of \$10.7M remained unpaid at the end of March which was subject to penalty and interest at a rate of 15% per annum. The impact on the revenues of delaying the due date of these arrears for one month would amount to approximately \$135,000 based on the current rates.

Operational Considerations
=====

We have reviewed the operational requirements for making this proposed change in the instalment due dates. It would require some program changes in the area of prepayment and discount calculations and also a revision to the message area of the bill advising taxpayers of the change in the instalment due dates but overall, we could accommodate the change within the existing system.

Other Considerations
=====

Historical data shows that approximately 40% of taxpayers take advantage of the prepayment discount while the other 60% pay on the regular instalment basis. Should the March instalment be changed to April, the cost would be budgeted for and become a mill rate increase, adding \$3.10 in taxes to the taxpayer with an average \$5,000.00 assessment. On a \$500.00 tax instalment those that prepay would be charged the \$3.10 and receive an additional prepayment discount of \$1.67. Their net position would be \$1.43 worse off than they would have been if the instalment months had remained the same. In this manner, those taxpayers who have traditionally prepaid their accounts would bear a portion of the cost of the change and receive no net benefit.

1991 January 21

Mr. J. D. Thompson, Secretary
Finance and Administration Committee - Page 3

BACKGROUND: - continued

Summary

=====

Operationally, we could accommodate the request for a change in the due date of the second realty tax instalment from March to April in 1991. Financially, the cost to the City after taking into account the loss on short term interest, penalty and interest on the arrears of taxes and the cost of discount would amount to approximately \$625,000. In view of the 1991 budget constraints, I would not recommend that we proceed with this proposal at this time. It should be noted, however, that the implementation of the new property tax system, which is scheduled for 1992, will address the issue of monthly instalments which should make it easier for those taxpayers who are having problems meeting the present payment schedule due to financial hardships.

Att'd



Brian Hinkley Alderman Ward Three

71 Main Street West
Hamilton, Ontario
L8N 3T4

Tel: (416) 546-2730
Res: (416) 572-7500

TREAS	
1990 DEC 31	
ROUTE 77	

December 27, 1990.

Mr. John Thompson,
Secretary,
Finance and Administration Committee,
The Corporation of the City of Hamilton,
City Hall,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4.

Dear Mr. Thompson:

Re: REALTY TAX PAYMENT SCHEDULE

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Recycled Paper

Finance & Administration
Committee
-Chairman

Keep Hamilton
Clean Committee
-Chairman

Seniors Centre
Feasibility Study
-Chairman

Harbour Task
Force
-Chairman

Handbill
Sub-Committee
-Chairman

Hamilton Municipal
Retirement Fund
-Chairman

Hamilton Seniors
Council
-Liaison

Parks & Recreation
Committee
-Member

Hamilton Non-Profit
Housing
-Member

Regional Engineering
Committee
-Member

Regional Economic
& Planning Committee
-Member

Chairman's Environmental
Advisory Committee
-Member

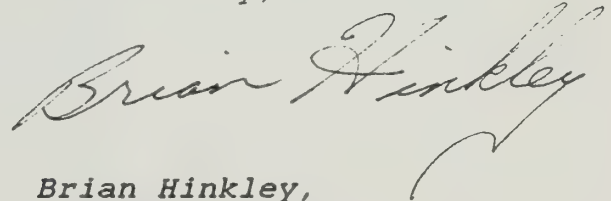
Hamilton-Wentworth
Children's Aid Society
-Member

Page 2 ...

Please place this matter on the next Agenda of the Finance and Administration Committee for discussion.

Your co-operation and assistance is very much appreciated.

Yours truly,

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Brian Hinkley,
Alderman, Ward 3.

BH:dd

c.c. Lou Sage, Chief Administrative Officer, City of
Hamilton;

E. C. Matthews, Treasurer, City of Hamilton.

CITY OF HAMILTON
- RECOMMENDATION -

3(a)

DATE: 1991 January 8

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

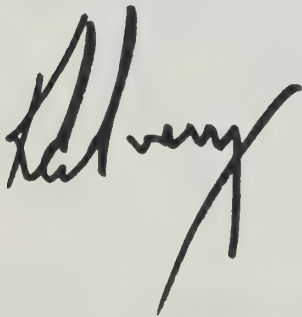
SUBJECT: Junior Achievement

RECOMMENDATION:

That consideration be given to the attached request from Ms. E.M. Lazarz for permission to set up a table in the lobby at City Hall to help promote Junior Achievement and to sell their product, namely a clock with a compact disc face.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

A handwritten signature in black ink, appearing to read 'K. E. Avery', is written over the 'n/a' text.

RECEIVED

DEC 17 1990

MEMORANDUM

CITY CLERKS

TO: Mr. K. E. Avery
City Clerk
City Clerk's Department

FROM: Ms. E. M. Lazarz
Support Services Technician
Information Systems

PHONE: 526-3926

SUBJECT: Junior Achievement

DATE: 1990 December 11

As you may all be aware, Junior Achievement is a Non-profit organization teaching young people how to manufacture and sell goods. This year's product is a clock with a compact disc face.

As a Marketing Director for his company, my son works very hard making and selling their product. Most of their sales unfortunately are to their families and friends. They have set up booths at church Bazaars and sold door-to-door. That is still not enough. They need a place where people support the cause as well as the product.

He asked me to write this memo asking if it would be possible for his company to setup a table in the lobby of City Hall to help promote Junior Achievement and their product. Is this possible? *MARCH BREAK 1991 MAR. 11-15 INCLUSIVE.*

3(6)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: CITIZEN APPOINTMENTS TO VARIOUS
COMMITTEES

RECOMMENDATION:

- a) That the Finance and Administration Committee take appropriate action to fill the vacancies on the following Committees:
 - (i) Advisory Committee on Equitable Representation on Committees, Boards and Commissions (3 citizens to be appointed)
 - (ii) English Language Sub-Committee (6 citizens and 1 Council member to be appointed)
- b) That the Finance and Administration Committee determine the terms of office for the above appointments.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Letters of application for citizen appointment to the above-noted Committees are attached.

Attached

**ADVISORY COMMITTEE ON EQUITABLE REPRESENTATION ON
COMMITTEES, BOARDS AND COMMISSIONS**

(3 To Be Appointed)

COMPOSITION	TERM OF OFFICE TO EXPIRE
3 Members of City Council 2 Members of Mayor's Race Relations Committee 1 Member of Hamilton Status of Women Sub-Committee 1 Member of Regional Advisory Committee for the Disabled 3 Members from the community at large	To be determined

APPLICANTS:

- *(a) MILENA BALTA, 4 Mountain Brow Blvd., Hamilton, L8T 1A3
- *(b) CLYDE JOHNSON, 109 Folkestone Avenue, Hamilton, L8V 4N2
- *(c) MARY LOU JOHNSTON, 201 Manning Avenue, Hamilton, L9A 3G3
- *(d) MEL MATTHIAS, 1120 Havendale Blvd., Burlington, L7P 3E3
- (e) NICK MULE, 32 Flora Drive, Hamilton, L8G 3Y8
- (f) ANNA SBRISSA, 121 Delmar Drive, Hamilton, L9C 1J8
- *(g) TOMMY TARPOS, 146 Strawberry Drive, Hamilton, L8E 4S2
- *(h) RONALD TOMBLIN, 2804-150 Charlton Avenue East, Hamilton, L8N 3X3
- *(i) SANDRA WILSON, 25 Quail Drive, Hamilton, L8W 1N1

* Denotes a person that has applied to more than one (1) Committee

ENGLISH LANGUAGE SUB-COMMITTEE

(6 To be Appointed)

COMPOSITION

**TERM OF OFFICE
TO EXPIRE**

**1 Member of City Council
6 English Speaking Citizens
of any ethnic background**

To be Determined

Applicants

- *a) MILENA BALTA, 4 Mountain Brow Blvd., Hamilton, L8T 1A3**
- b) ARTHUR BUTSON, 24 Auchmar Road, Hamilton, L9C 1C5**
- c) MAJORY COLLEIR, 543 Hughson Street North, Hamilton, L8L 4P1**
- d) ANNE DEMETER, 302-790 Mohawk Road West, Hamilton L9C 6C6**
- e) CHARLES ELEVELD, 915 Upper Ottawa Street, Hamilton, L8T 3V6**
- f) MARGARET FOX, 226 McNab Street, Dundas, L9H 2K1**
- g) JOHN GAUL, 93 Thorndale Crescent, Hamilton, L8S 3K3**
- *h) CLYDE JOHNSON, 109 Folkestone Avenue, Hamilton, L8V 4N2**
- *i) MARY LOU JOHNSTON, 201 Manning Avenue, Hamilton, L9A 3G3**
- j) JOYCE LOWE, 191 Glen Road, Hamilton, L8S 3N3**
- k) GLENN MARSHALL, 1131 Wilson Street East, Hamilton, L8S 4K4**
- *l) MEL MATTHIAS, 1120 Havendale Blvd., Burlington, L7P 3E3**
- m) JOHN MURPHY, P.O. Box 5031, Station E., Hamilton, L8S 4K9**
- n) CHARLES PONGRAC, 116 Lavender Drive, Ancaster, L9K 1A8**
- o) KEN STONE, 133 East 17th Street, Hamilton, L9A 4M4**
- p) PAUL TANSER, C/o St. Joseph's Hospital, 50 Charlton Avenue East, Hamilton,
L8N 4A6**

- *q) **TOMMY TARPOS**, 146 Strawberry Drive, Hamilton, L8E 4S2
- r) **DONALD THORNTON**, 43 Ivy Lea Place, Hamilton, L8T 3R5
- *s) **RONALD TOMBLIN**, 2804-150 Charlton Avenue East, Hamilton, L8N 3X3
- t) **B. WALTERS**, 36 Collier Crescent, Hamilton, L9C 3S8
- *u) **SANDRA WILSON**, 25 Quail Drive, Hamilton, L8W 1N1
- *v) **JOSE ZARATE**, 54 Lochearne Street, Hamilton, L8T 1A3

*Denotes a person that has applied to more than one (1) Committee



Dominic Agostino

Alderman — Ward 5
Regional Councillor

City Hall, 71 Main Street West
Hamilton, Ontario L8N 3T4
Tel. 546-2730 • Res. 574-0179
Fax 546-2095

JAN 2 1991



1991 January 2

Alderman B. Hinkley, Chairman,
Finance and Administration Committee

Dear Alderman Hinkley:

I would like to request that an item be placed on the Finance and Administration Agenda regarding the process for Citizen Member appointments to Boards and Committees. I also share many of the concerns which you outlined in your letter of December 24, 1990.

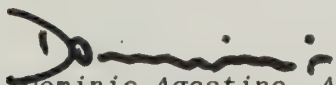
As one member of Finance and Administration, I am fed up with having to sit through ten hours of meetings, taking our recommendations to Council for Council to overturn some of our recommendations and then being criticized for the appointments that have been made. I believe that this process is not working properly and that political connections have more to do with appointments than anything else.

I do not have a problem with Committee recommending members particularly when those recommendations come as a result of hours of interviews and those individuals who sit through the interviews have voted on the selection. However, as you know this is not the case, as we saw with the HECFI appointments and Council of course can overturn any decision. I would like to recommend the following:

- 1) That all interviews for appointments be carried out at a Special Council meeting called for this purpose and, that the decision be verified at this same meeting;
- 2) That only Members of Council who have sat through the majority of the interviews be eligible to vote;
- 3) That a two third majority be required to overturn any of these decisions.

I believe that this may help ease some of the concerns citizen and Council Members have in regards to the process and allows a much more fair process.

Yours sincerely,

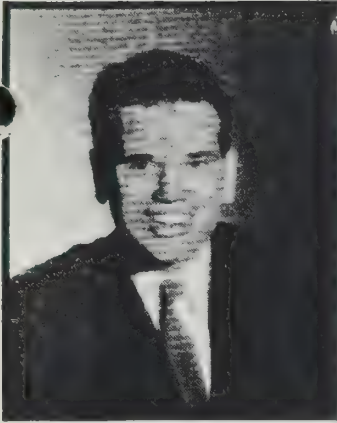

Dominic Agostino, Alderman,
Ward 5

DA:tb

Dominic Agostino

Alderman — Ward 5
Regional Councillor

City Hall, 71 Main Street West
Hamilton, Ontario L8N 3T4
Tel. 546-2730 • Res. 574-0179
Fax 546-2095



1990 November 22

NOV 23 1990

*Mr. J. Thompson, Secretary,
Finance and Administration Committee*

Dear John:

*Can you please add to the next agenda of the Finance and Administration Committee
an item regarding HECFI and the reporting relationship with Council.*

*Please find enclosed a copy of the memorandum from Mr. P. Hooker to Alderman G.
Copps which has been circulated to all members of Council.*

Yours sincerely,

*Dominic Agostino, Alderman,
Ward 5*

DA:tb

OFFICE OF THE CITY SOLICITOR

MEMORANDUM

TO: Alderman G. Copps
Alderman, Ward 4
Aldermen's Office

YOUR FILE:

FROM: Philip R. A. Hooker
Manager of Legal Services
Office of the City Solicitor

OUR FILE: 90-2.30
90-2.30.1
90-2.30.1(a)
281-1.0

PHONE: (416) 546-4684

SUBJECT: H.E.C.F.I.

DATE: 1990 September 21

I regret the delay - caused by several pressing matters - in replying to your oral request of August 14, 1990. My memo of August 27, 1990 to you enclosed therein the City of Hamilton Act, 1985 and the 1988 amending Act.

Section 27(1) enables the City Council to require the H.E.C.F.I. Corporation to make reports or provide information to Council "on any (H.E.C.F.I.) matter".

Thus, unless (a majority of) Council requires H.E.C.F.I. to report to it, H.E.C.F.I. does not have to respond to individual or isolated inquiries from Council members.

The relevant (unchanged) sections of The City of Hamilton Act, 1985 (hereinafter called "the Act", for ease of reference) are 19, 20, 21, 22, 23, 24, 26, 27, 29, 32 in regard to finances and budgets. For your convenience of reference, attached please find a further, clean copy of the Act.

I believe Mr. John Leuser (pronounced Loy-ser) is H.E.C.F.I.'s Director of Finance & Administration and he would work very closely with the City Treasurer, Mr. E. C. Matthews, in regard to annual current and capital budget matters as well as in regard to special money items, discussed below.

The following sections seem self-explanatory: 19, 22, 23, 24, 26, 29, 32.

Section 20(1) means that once City Council approves H.E.C.F.I.'s annual budget, there can be no unusual, extraordinary or abnormal expense incurred or paid by H.E.C.F.I. without Council's specific approval thereof.

Subsection (2) of section 20 indicates that final and sole approval of H.E.C.F.I.'s budget lies with Council, which is not required to approve H.E.C.F.I.'s requests and may change H.E.C.F.I.'s budget.

Section 21's subsection (1) is similar in content to section 20, subsection (1), i.e. H.E.C.F.I. cannot legally incur debt, except as authorized, in this case, by the rest of section 21.

Subsection (2) of section 21 is to the effect that, once Council approves H.E.C.F.I.'s budget, H.E.C.F.I. may use those monies "for the carrying out of its purposes and objects [contained in sections 2 and 3 of the Act] and for the conduct of its affairs and the exercise of its powers [secs. 6,8] under this Act..." Please note the statutory constraints imposed by this wording. The emphasis here is on the regularity or normality of H.E.C.F.I.'s stated fields of operation and consequent, normal financial debts and disbursements.

Subsection 3 of section 21 allows H.E.C.F.I. latitude to incur special indebtedness or obligations and spend additional, non-budgeted monies, if the approval of City Council is first obtained. Example: 1989 Council approval to spend money/incur debt for NHL consultant contract.

Subsection (4) of section 21 is self-explanatory.

Subsection (5) is important and applies in cases where a proposed H.E.C.F.I. debt would be financed over a term beyond that of the current City Council in such cases, approval of the Ontario Municipal Board for the proposed financing must be obtained before commitments of any kind are entered into. The exception is with regard to H.E.C.F.I. personnel salaries only: section 21(6).

Sections 23, 24, 25, 26, 27 deal with H.E.C.F.I.'s financial accountability to the City Council or its agents (City Treasurer, City auditor). Under section 27, Council can require H.E.C.F.I. to report to it "on any matter" [27(1)(b)] "within the time specified by Council" [27(2)(b)] and that time could be very short, e.g. as little as a couple of days, for instance.

In general, the declared intention behind the establishment of H.E.C.F.I. was to set up an independent, autonomous corporation, run by its own Board of Directors, to manage, operate and conduct the usual business of conventions, shows, theatrical performances, etc. (Act preamble and sections 2, 3, 7, 9, etc.), so that City Council would not have to do so through a standing committee. As noted in detail herein, however, the Act requires considerable accountability by the H.E.C.F.I. Board to Council in respect to annual budgets (sec. 20(b)), with regard to non-budgeted, proposed expenditures (sec. 21(3)), with regard to profits received (sec. 32), in regard to hiring or engagement of senior personnel positions (sec. 16), and generally, at the request of Council, on any matter (sec. 27).

Also enclosed, please find copies of:

1. By-law 89-31 (naming current appointees to H.E.C.F.I.'s Board of Directors);
2. Mr. P. M. Eker's memo of September 17, 1987, setting out the history of changes in Board composition/numbers; and
3. Council resolution of February 27, 1990, to change number of directors again. The special legislation therefor is being drafted and processed.

I trust this memo will be of assistance to you. You may wish to provide copies to the City Clerk and City Treasurer for their views also.



Philip R. A. Hooker
— Manager of Legal Services

PRAH:sr
Enc.

c.c. Ms. P. Noé Johnson, City Solicitor

Bill Pr34

1985

An Act respecting the City of Hamilton

Whereas The Corporation of the City of Hamilton considers it desirable to establish a corporation to maintain, operate, manage, market and promote Hamilton Place, the Hamilton Convention Centre and the Victor K. Copps Trade Centre-Arena as social, cultural, educational and recreational facilities for the benefit of the City and the people of the City of Hamilton and in the public interest; and whereas the applicant hereby applies for special legislation for such purposes; and whereas it is expedient to grant the application;

Preamble

Therefore, Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

1. In this Act,

Definitions

"board" means the board of directors of the corporation;

"City" means The Corporation of the City of Hamilton;

"Convention Centre" includes the enterprise, structure and necessary interest in land appurtenant thereto located on the south side of King Street West known as "Hamilton Convention Centre" in Lloyd D. Jackson Square in the City of Hamilton;

"corporation" means The Hamilton Entertainment and Convention Facilities Inc. as established by this Act;

"council" means the council of the City;

"director" means a person who is a member of the board;

"Theatre-Auditorium" includes the enterprise, structure and necessary interest in land appurtenant thereto located on the north side of Main Street West known as "Hamilton Place" in Lloyd D. Jackson Square in the City of Hamilton;

"Trade Centre-Arena" includes the enterprise, structure and necessary interest in land appurtenant thereto located at the southeast corner of Bay Street North and York Boulevard known as the "Victor K. Copps Trade Centre-Arena" in Lloyd D. Jackson Square in the City of Hamilton.

Corporation
established

2.—(1) There is hereby established a corporation without share capital under the name of "The Hamilton Entertainment and Convention Facilities Inc."

Purposes

(2) The principal purposes of the corporation are to maintain, operate, manage, market and promote the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena for the benefit of the City and the people of the City of Hamilton and in the public interest for the objects of the corporation.

Objects

3.—(1) The objects of the corporation are,

- (a) to provide facilities and services for performing arts, including the carrying on of all or any of the operations of a theatre, music hall, concert hall, ballroom and cinema;
- (b) to provide and present educational, social and cultural activities related to the arts or otherwise;
- (c) to establish educational facilities and provide instruction in all areas of the arts;
- (d) to present, produce, manage and conduct performances in the performing arts, including plays, dramas, comedies, operas, revues, promenades and other concerts, musicals and other pieces, ballet shows, exhibitions, variety and other entertainment;
- (e) to provide facilities and services for amusement and entertainment activities; and
- (f) to provide facilities and services for the holding of conventions, meetings, receptions, conferences, exhibitions, displays, sporting events, trade shows and events of every kind.

Idem

(2) The corporation may carry out its objects anywhere in the City of Hamilton.

Head office

4.—(1) The corporation shall have its head office at the City of Hamilton.

(2) The corporation shall have a corporate seal upon which its corporate name shall appear.

Seal

5. Section 21 of the *Business Corporations Act*, 1982 applies with necessary modifications to oral and written contracts entered in the name of or on behalf of the corporation before the day this Act comes into force.

Application
of
1982, c. 4,
s. 21

6. The corporation has the capacity and, subject to this Act, the rights, powers and privileges of a natural person.

Powers

7.—(1) The maintenance, operation and management of the real property owned by the City, comprised in the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena, are hereby entrusted to the corporation for the purposes and objects thereof.

Management
of
real property

(2) Notwithstanding subsection (1), the City may assume the maintenance, operation and management of the real property or any part thereof entrusted to the corporation and the corporation is thereafter divested of its responsibilities in relation to the real property so assumed, as the City may determine.

Assumption
by City

8. The corporation shall not acquire or hold any interest in real property.

No power to
acquire real
property

9.—(1) The corporation shall have a board of directors who shall manage, supervise and conduct the affairs of the corporation in accordance with the purposes and objects of the corporation.

Board of
directors

(2) The board shall be composed of,

Composition

(a) the mayor of the City who shall be a director by virtue of office; and

(b) thirteen other members appointed by the council of whom,

(i) four shall be members of council, and

(ii) nine shall not be members of council.

(3) The directors appointed under subclause (2) (b) (i) shall be appointed for a term of office not exceeding their term of office as members of council.

Term of
office

(4) Directors appointed under subclause (2) (b) (ii), other than directors designated under subsection (5) to retire in

Idem

delete

12.—(1) The board shall hold at least nine monthly meetings each year. Monthly meetings

(2) A majority of members of the board may requisition a special meeting of the board by serving a copy of the requisition on the chairman or a vice-chairman of the board. Special meetings

(3) The chairman of the board may call a special meeting of the board at any time whether or not he or she has received a requisition under subsection (2). Idem

(4) Every meeting of the board shall be called upon service by the secretary of the corporation of a written notice of meeting upon each director not later than two days preceding the date and time for the meeting, specifying the purpose of the meeting. Notice

13.—(1) The board, Committees

(a) shall appoint a committee for each of the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena; and

(b) may appoint such other committees as it may determine.

(2) Each committee appointed under clause (1) (a) may at any time file a report with the clerk of the City and council shall consider the report. Power to report

(3) After considering a report under subsection (2), the council may make recommendations to the board and the board shall consider the recommendations. Council recommendations

(4) Each committee appointed under subsection (1) shall be composed of not less than three members of the board and shall perform such duties and undertake such responsibilities as the board specifies and shall report to the board. Duties

14.—(1) A record of all meetings of the board shall be maintained in a book kept for that purpose. Records

(2) All minutes, orders, directions and proceedings shall be entered in the book. Minutes, etc.

(3) All minutes shall be signed by the person who is chairman of the meeting and by the secretary of the corporation and shall be impressed with the corporation's seal over the signatures. Signing

Committees

(4) Subsections (1), (2) and (3) apply with necessary modifications to committees of the board.

Secretary

15. The board shall appoint a secretary of the corporation who shall,

- (a) give notice of meetings of the board;
- (b) keep all minutes of meetings and proceedings of the board;
- (c) submit to the board at each of its meetings the minutes of the next preceding meeting of the board; and
- (d) perform such duties, in addition to those set out in clauses (a), (b) and (c), as the board may from time to time direct.

Personnel

16.—(1) The corporation may, in accordance with practices and procedures approved by council,

- (a) appoint, hire or otherwise engage officers, employees, agents or others;
- (b) determine the qualifications, responsibilities, duties and positions and terms and conditions of employment or service of persons appointed, hired or otherwise engaged by the corporation, including those employed under section 17;
- (c) establish classifications for persons appointed, hired or otherwise engaged by the corporation, including those employed by the corporation under section 17, and reclassify, transfer or promote any such person;
- (d) determine the remuneration, salaries and benefits of, and any payments to, officers, servants, agents or others; and
- (e) suspend, discharge or otherwise terminate employment or services.

Senior positions

(2) The council, for the purposes of this section, may define the positions that are senior personnel positions and no person shall be appointed, hired or otherwise engaged to fill a senior personnel position until the approval of council has been obtained.

17.—(1) Notwithstanding clause 16 (1) (a), the employees of The Hamilton Performing Arts Corporation, Inc. and The Hamilton Place Convention Centre, Inc., who were employed by each of those corporations on the day preceding the day this Act comes into force, shall be offered first employment with the corporation.

Offer of
employment

(2) Notwithstanding clause 16 (1) (b), a person who accepts employment offered under subsection (1) shall be entitled to receive remuneration and benefits not less than the person was receiving on the day before the day on which this Act comes into force.

Previous
salary,
wages,
benefits

(3) Any person who accepts employment under subsection (1) shall be entitled to receive during the first year of employment with the corporation holidays with pay equivalent to those which the person would have been entitled to if the person had remained in the employment of The Hamilton Performing Arts Corporation, Inc. or The Hamilton Place Convention Centre, Inc.

Holidays

(4) Every person who is a part of a bargaining unit, as recognized by the existence of a collective agreement or agreements between The Hamilton Performing Arts Corporation, Inc. and a union, shall be deemed to be employed by the corporation on the date this Act comes into force pursuant to the terms and conditions of employment as set out in the collective agreement or agreements and the corporation shall be bound by, and be deemed a party to, the collective agreement or agreements as of the date this Act comes into force.

Existing
collective
agreements

(5) The corporation and the union shall be deemed to have acquired the rights, privileges and duties of The Hamilton Performing Arts Corporation, Inc. and the union, respectively, under the *Labour Relations Act* and the collective agreement or agreements between The Hamilton Performing Arts Corporation, Inc. and the union.

Rights,
privileges
and duties of
corporation
and union
R.S.O. 1980,
c. 228

(6) Subject to any collective agreement, nothing in this section prevents the corporation from terminating the employment of an employee for cause.

Termination
of
employment

18.—(1) Subject to section 16, the board shall appoint a managing director who shall be the chief executive officer of the corporation.

Managing
director

(2) The managing director shall not be a member of the board.

Idem

Idem (3) The board shall by by-law or resolution define the duties of the managing director for the proper conduct of the business of the corporation.

Budget **19.**—(1) The corporation shall prepare or cause to be prepared annually a detailed budget of estimated revenue and expenditure as the City treasurer may require.

Budget details (2) The corporation, in such manner as the council may require, shall provide in the budgets submitted to council all financial details of revenues and expenditures including expense accounts, expenses incurred, remuneration, salaries and any other information that council may require.

Submission to council (3) The corporation shall submit the estimates to council as required.

Annual report (4) The corporation shall cause to be prepared an annual report which shall include audited financial statements.

Submission to council (5) The corporation shall submit the annual report to council as required.

Fiscal period (6) The fiscal period of the corporation shall be the same as the fiscal period of the City.

Annual budget **20.**—(1) The annual budget of the corporation shall be subject to the approval of council, and, except with the approval of council, no obligation other than normal operating expenses may be incurred or expenditure made by the corporation before approval of the budget.

Approval (2) Council is not obligated to approve the budget of the corporation or any part thereof and may make such changes to the budget as it determines.

Limitation on powers **21.**—(1) The corporation shall not incur any indebtedness or obligation, whether contingent or otherwise, or expend any moneys except as authorized by this section.

Authorized expenditure (2) Within the limits of its budget, as approved by council, the corporation may incur indebtedness and other obligations and expend money for the carrying out of its purposes and objects and for the conduct of its affairs and the exercise of its powers under this Act, including all expenses necessarily incurred in connection therewith.

Savings (3) Notwithstanding subsection (2), the corporation may, with the approval of council, incur indebtedness and other

obligations and expend moneys in excess of the approved budget for any fiscal period.

(4) Notwithstanding subsection (2), no bonus or like sum of money or any other benefit in substitution thereof shall be paid to any person. Bonus

(5) Where any indebtedness or obligation proposed to be incurred would extend beyond the term of council then in office, the approval of council to the incurring of the indebtedness or obligation shall be subject to section 149 of the *Municipal Act* and to sections 64 and 65 of the *Ontario Municipal Board Act* as though the giving of the approval were the incurring of a debt or obligation or the making of an expenditure by the City. O.M.B.
approval

R.S.O. 1980,
cc. 302, 347

(6) Subsection (5) does not apply where the corporation is exercising its powers under section 16 or 17 in respect of the appointment, hiring and paying of its officers, servants and employees. Exception

22.—(1) The corporation shall provide the City with monthly statements of, Monthly
statements

- (a) revenues and expenditures;
- (b) profit and loss; and
- (c) such financial matters or operating expenditures as council may require.

(2) The statements referred to in subsection (1) shall be in such form as the City treasurer may require. Idem

23.—(1) The corporation shall keep or cause to be kept proper books of account and accounting records with respect to all financial and other transactions of the corporation, including, and without limiting the generality of the foregoing, Accounting
records

- (a) records of all sums of money received from any source whatsoever and disbursed in any manner whatsoever; and
- (b) records of all matters with respect to which receipts and disbursements take place in consequence of the maintenance, operation and management of the corporation.

City treasurer (2) The corporation shall keep or cause to be kept and maintained all such books of accounts and accounting records as the City treasurer may require.

Examination of books, etc. 24. The corporation shall make all of its books and records available at all times to such persons as the council may require and shall provide certified true copies of such minutes, documents, books, records or any other writing as council may require.

Inventory of personal property 25.—(1) The corporation shall, in accordance with good business practice, keep and maintain an accurate inventory of its personal property and provide council with an inventory thereof as council may require.

Idem (2) The inventory shall include separate inventories of the personal property for the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena.

Auditor 26. The accounts and transactions of the corporation shall be audited by the auditor of the City.

Information, etc. 27.—(1) The council may require the corporation,
(a) to provide information, records, accounts, agendas, notices or any paper or writing; and
(b) to make a report on any matter,

as council determines, relating to the carrying out of the purposes and objects of the corporation.

Filing of reports, etc. (2) The corporation shall,
(a) file with the City clerk all such information, records, accounts, agendas, notices, paper and other materials as council may require; and
(b) make such reports within the time specified by council and containing such content as council may require.

Deemed not to be a local board R.S.O. 1980, c. 348 28. Except for the purposes of the *Ontario Municipal Employees Retirement System Act*, the corporation shall be deemed not to be a local board of the City.

Open meetings 29.—(1) The meetings of the board and the corporation shall be open to the public and no person shall be excluded

from a meeting except for improper conduct as determined by the board.

(2) Notwithstanding subsection (1), meetings of the board may be held *in camera* in respect of, Exceptions

- (a) personnel matters, including matters related to wages, salaries and benefits;
- (b) discipline, unless the individual affected requests that the meetings be open to the public;
- (c) collective bargaining;
- (d) litigation and communications respecting solicitor-client relationships, including legal opinions and advice; and
- (e) proposed or actual contracts with persons and the financial results thereof, proposing or holding conventions, meetings, receptions, trade shows, conferences or events of any kind.

30.—(1) Subject to subsection (2), every director or officer of the corporation and his or her heirs, executors, administrators and other legal personal representatives may from time to time be indemnified and saved harmless by the corporation from and against, Indemnification

- (a) any liability and all costs, charges and expenses that he or she sustains or incurs in respect of any action, suit or proceeding that is proposed or commenced against him or her for or in respect of anything done or permitted by him or her in respect of the execution of the duties of his or her office; and
- (b) all other costs, charges and expenses that he or she sustains or incurs in respect of the affairs of the corporation.

(2) No director or officer of the corporation shall be indemnified by the corporation in respect of any liability, costs, charges or expenses that he or she sustains or incurs in or about any action, suit or other proceeding as a result of which he or she is adjudged to be in breach of any duty or responsibility imposed upon him or her under this or any other statute unless, in an action brought against him or her in his or her capacity as director or officer, he or she has achieved complete or substantial success as a defendant. Limitation

Insurance

(3) The corporation may purchase and maintain insurance for the benefit of a director or officer thereof, except insurance against a liability, cost, charge or expense of the director or officer incurred as a result of his or her failure to exercise the powers and discharge the duties of his or her office honestly, in good faith and in the best interests of the corporation, exercising in connection therewith the degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

Corporation deemed not to be tenant or carrying on business for purposes of R.S.O. 1980, c. 31

31. For the purposes of the *Assessment Act*, the corporation shall be deemed not to be,

- (a) a tenant or lessee that is liable to taxation; or
- (b) occupying the Theatre-Auditorium, the Convention Centre or the Trade Centre-Arena for the purpose of or in connection with the carrying on of business.

Profits

32.—(1) The City shall be entitled to receive any profits resulting from the operations of the corporation and shall be responsible for any deficit incurred by the corporation.

Idem

(2) For the purpose of subsection (1), the City may determine what constitutes profits.

Claims, etc.

33. All claims, accounts, demands, suits-at-law or causes of action arising from or relating to the objects of the corporation or from the exercise of any of the powers of the corporation shall be made upon and brought against the corporation and not upon or against the City.

Dissolution

34. Upon the dissolution of the corporation and upon the payment of all debts and liabilities, its remaining property vests in the City.

Dissolution of existing corporations and transition

35. The Hamilton Performing Arts Corporation, Inc. and The Hamilton Place Convention Centre, Inc. are hereby dissolved and all their assets and liabilities become, on the date this Act comes into force, the assets and liabilities of the corporation subject to the following:

1. Where an agreement has been entered into by The Hamilton Performing Arts Corporation, Inc., the corporation shall stand in place and stead of The Hamilton Performing Arts Corporation, Inc. in respect only of the Theatre-Auditorium.
2. Where an agreement has been entered into by The Hamilton Place Convention Centre, Inc., the cor-

poration shall stand in place and stead of The Hamilton Place Convention Centre, Inc. in respect only of the Convention Centre.

36. The following are repealed:

Repeals

1. *The City of Hamilton Act, 1972*, being chapter 178.
2. Section 3 of *The City of Hamilton Act, 1975*, being chapter 97.
3. *The City of Hamilton Act, 1977*, being chapter 87.
4. *The City of Hamilton Act, 1980*, being chapter 99.
5. *The City of Hamilton Act, 1982*, being chapter 72.

37. This Act comes into force on the day it receives Royal Assent.

Commence-
ment

38. The short title of this Act is the *City of Hamilton Act, 1985*.

Short title

1987 September 17

MEMO TO: File No. 90-2.33

FROM: P. M. Eker

SUBJECT: H.E.C.F.I. - Private Legislation - Change
in Composition of Board of Directors

1. The City of Hamilton Act, 1985, S.9(2)
 - o Mayor
 - o 4 members of Council
 - o 9 non-members of Council

2. Resolution adopted by Council on December 9, 1986
 - o Mayor
 - o 7 members of Council
 - o 6 non-members of Council

3. Resolution adopted by Council on March 10, 1987
 - o Mayor
 - o 7 members of Council
 - o 9 non-members of Council

P. M. Eker.

PME:js

Sub-joined is a certified true copy of a resolution adopted by City Council at its meeting held 1990 February 27.

It was moved by Alderman Drury and seconded by Alderman Gallagher.

RESOLVED: that the City of Hamilton Act, 1985, Sec. 9(2)(6)(i), Governing HECFI, be amended to reduce the composition of Aldermen appointees from 7 to 4, and that the City Solicitor be authorized and directed to make application for the necessary legislation.

It was moved by Alderman Gallagher and seconded by Alderman Cooke.

RESOLVED: that the Motion of Alderman Drury, relating to the composition of the HECFI Board, be amended by adding the following:

"That this amendment be effective January, 1, 1992." -

YEAS: Aldermen Cooke, McCulloch, Hinkley, Drury, Lombardo, Smith, Jackson, Gallagher, Ross, Murray. - 10.

NAYS: Mayor Morrow; Aldermen Kiss, Copps, Christopherson, Agostino. - 5. CA

The Motion of Alderman Drury, regarding the composition of the HECFI Board, amended, and reading as follows:

RESOLVED: that the City of Hamilton Act, 1985, Sec. 9(2)(6)(i), Governing HECFI, be amended to reduce the composition of Aldermen appointees from 7 to 4, and that the City Solicitor be authorized and directed to make application for the necessary legislation. That this amendment be effective January 1, 1992.

be adopted. -

YEAS: Aldermen Cooke, McCulloch, Hinkley, Drury, Lombardo, Smith, Jackson, Gallagher, Ross, Murray. - 10.

NAYS: Mayor Morrow; Aldermen Kiss, Copps, Christopherson, Agostino. - 5. C

CERTIFIED A TRUE COPY


CITY CLERK

Dominic Agostino

Alderman — Ward 5
Regional Councillor

City Hall, 71 Main Street West
Hamilton, Ontario L8N 3T4
Tel. 546-2730 • Res. 574-0179
Fax 546-2095



1991 January 16

*Alderman Brian Hinkley, Chairman,
Finance and Administration Committee*

Dear Brian:

Can you please place the following item regarding Council decorum on the Finance and Administration Committee meeting on January 24, 1991.

Thank you for your attention to this matter.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'D. Agostino', with a long horizontal stroke extending to the right.

*Dominic Agostino, Alderman,
Ward 5*

DA:tb

*c.c. / John Thompson, Secretary,
Finance and Administration Committee*

Mr. J. Schatz

Ms. P. Noe-Johnson, City Solicitor

INTRODUCTION

As we are well aware, our City Council suffers from a very serious image problem. This problem, in my view, is not due to the quality of our decisions in most cases but, due to what the public sees as a Council without decorum or order.

We have all heard the complaints from our constituents regarding our behaviour at Council. We have all been guilty at one time or another of one or more of the following actions:

- 1) interrupting other speakers
- 2) heckling of speakers
- 3) personal attacks on Council Members
- 4) using unparliamentary language in Council and Committee such as "lying", "misleading"

Our current By-Laws only address this issue very mildly

Section 14(i) page 42

"When a member proposes to speak on a matter the member shall(D) avoid any references to personality or personal remarks".

Bourinot's Rules of Order address this issue again in very vague terms (page 29). I believe we need some clear direct and understood rules which we can incorporate into our By-Laws.

This proposal combines our own By-Laws - Bourinot's Rules of Order and the Standing Orders of the Legislative Assembly of Ontario

PROPOSAL

To be incorporated into Section 14 (D) By-law 82-203

- (i) The Chairman shall preserve order and decorum, and shall decide questions of privilege and points of order
- (ii) During debate, a member shall be called to order by the Chairman if he or she
 - (a) makes allegations against another member
 - (b) inputs false or unavowed motives to another member
 - (c) charges another member with uttering a deliberate falsehood
 - (d) uses abusive or insulting language
 - (e) uses language of a nature likely to create a disturbance
 - (f) introduces any matter in debate that in the opinion of the Chairman offends the practices and precedents of the Council
 - (g) continuously interrupts another member who is speaking
- (iii) When a member has been called to order by the Chairman
 - (a) The Chairman must ask the member to withdraw the allegation and apologise to the Council
 - (b) If the member refuses to follow the request, the Chairman must order the member to withdraw from the balance of the Council or Committee meeting - and this suspension continues until such time as the member withdraws the remark and apologizes to the Council - up to a maximum of a fourteen day period during which time the members salary shall be suspended
 - (c) The ruling of the chair shall stand unless challenged
 - (d) The chair may be challenged on such a ruling with a motion properly moved or seconded by other than the member called to order

- (e) There shall be no debate on such a motion and the member called to order shall not be eligible to vote
- (f) In the case of the refusal of the member to leave the meeting the Chair shall immediately adjourn the meeting without a motion
- (g) In cases of a severe breach of conduct, the Chair may ask the Council to expel the member in question without an opportunity for a withdrawal of the comment by the member - the suspension cannot exceed fourteen days during which time the members salary shall be suspended
- (h) A simple majority of votes cast would be required
- (i) In cases of either a suspension by the Council or a refusal to withdraw an allegation, the Member shall not take part in discussion or vote at any Council or Committee meeting for the period of up to fourteen days during which time the members salary shall be suspended.

These regulations shall apply to all City of Hamilton Council and Standing Committee meetings.

6(a)
11:05

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

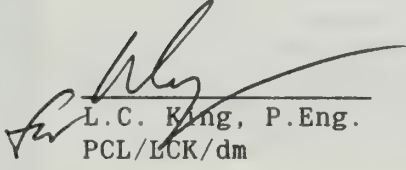
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. L. King
Building Commissioner

SUBJECT: 1415 Upper Sherman Avenue - Payment of Development
Charges

RECOMMENDATION:

That the Finance and Administration Committee recommend to City Council the confirmation of the Development Charge imposed on the single family dwelling located at 1415 Upper Sherman Avenue, Hamilton as being properly imposed pursuant to the City of Hamilton's Development Charges By-law 90-74.


L.C. King, P.Eng.
PCL/LCK/dm

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

If relief from the Development Charges By-law is given, then the charges of \$2,872 will not be collected.

BACKGROUND:

On 1990 October 22 a report was submitted to Finance and Administration Committee respecting payment of development charges for the above-noted address. As the Committee is aware, the owner of the property appeared before the Committee and raised numerous issues respecting the history of the building permit application for the new single family dwelling.

For the information of the Committee, this Department's records indicate the following sequence of events:

1. On 1990 July 5, application for a building permit was made by Ali Masmoudi. At the time of application, Mr. Masmoudi was advised that the city development charge of \$2,872 was applicable and that the regional development charges were also applicable. (See attached memorandum dated 1990 August 13 respecting this meeting.)

2. On 1990 July 9, a letter was sent to Ali Masmoudi of 163 Mountville Avenue confirming that the application for the building permit required payment of certain fees. The letter detailed that the city's development charges by-law had become effective and that the development charge had to be paid prior to issuance of a building permit. You will note that the letter also advised that 5% land dedication and the regional special charge pursuant to By-law R-76-137 would also be required.
3. Please find attached a copy of the building permit application made on 1990 July 5 at which time the applicant filled out the address as 1409 Upper Sherman Avenue. This was subsequently changed to 1415 Upper Sherman Avenue.
4. Please find attached a building permit issued by this Department on 1990 August 3 to Ali Masmoudi of 163 Mountville Avenue for 1415 Upper Sherman Avenue.
5. Please find attached the report from the Property Department, Real Estate Division, as to determination of the 5% land dedication.

We trust information outlines the background and the history pertaining to the building permit issuance of this property.

As recommended in the original report, this Department can find no reason for allowing this complaint either in full or in part for payment of the development charges.

M E M O R A N D U M



13 August 1990

TO: W.K. WONG, P. Eng., Manager Plan Examination

FROM: F. Peter

RE: 1415 UPPER SHERMAN

Please be advised that on July 5, 1990, Ali Masmoudi applied for a building permit to erect a new single family dwelling at the above-noted address. I verbally informed Mr. Masmoudi that there were charges to be paid prior to issuance of a building permit not including permit fees. I informed him that the City Development charge of \$2,872.00 was applicable and that the Regional Fees to be paid were not determined as of yet, because of a scheduled meeting for July 10, 1990 to discuss Regional Fees.

Mr. Masmoudi was definitely informed that the Regional Fee was applicable and I advised him that it would be approximately \$7,000.00. He was also advised that a 5% land dedication fee would be applied but this figure was determined by the Real estate Department. A letter dated July 9, 1990 was also sent to Mr. Masmoudi outlining the three fees payable. (ccpy attached).

Frank Peter
FP/ggf
Attached



THE CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT OF BUILDINGS
HAMILTON, ONTARIO

9 July 1990

Ali Masmoudi
163 Mountville Avenue
HAMILTON, Ontario
L9A 1E8

Dear Sir:

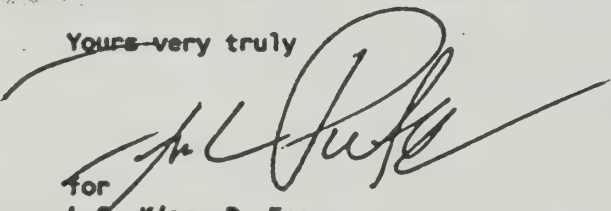
RE: Tag Number 79960
1409 UPPER SHERMAN

You have submitted an application for processing and the issuing of a permit concerning the above address.

Please be advised that effective Wednesday March 28, 1990, the City has enacted a Development Charge By-law No. 90-74 for the imposition of development charges against land located in the City of Hamilton where the development of the land would increase the need for municipal services as designated in the by-law.

This Development Charge is to be paid prior to the issuance of a building permit. A 5% Dedication for park purposes and a Regional Special Charge, pursuant to By-law R76-137 may also be required.

Yours very truly


for
L.C. King, P. Eng.,
Building Commissioner
FP/WKH/ggf

c.c. - Mr. Dominic Consoli
Treasury Department

67733

THE CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT OF BUILDINGS
HAMILTON, ONTARIO



OFFICE USE ONLY

TAG NO

SEC NO

PLAN NO

547-3334
79960.1

U-75-90

193200.
1787.

1/AA

1787.

Stair

600

July 5/90

APPLICATION FORM

To ☒ ERECT

☐ ALTER

☐ ADD

☐ DEMOLISH

☐ BUILDING

☐ HVAC

☐ PLUMBING

☐ DRAINAGE/SEWING TILE

☐ OTHER

PROPOSED USE

single family Dwelling.

LOCATION

1415 of chemin HILL SHERMAN STREET

Pt. Lot 8

BETWEEN

1888 STREET

AND

1888 STREET

OWNER

MASWUDI

163 Mountville AV

Hamilton

75191

CONTRACTOR

my self

same -

Hamilton

75191

GENERAL CONTRACTOR

my self

same -

Hamilton

75191

DESIGNER

Nic Philp

HVAC

PLUMBING

my self

DRAINAGE/SEWING TILE

DESCRIPTION OF WORK

LICENCE/INSP REQ NO

COST OF WORK

To erect Two story single family

5% REQ'D

28000

BUILDING

HVAC

PLUMBING

ELECTRICAL

TOTAL

193700

PLOT PLAN
Based on an
Ontario
Land Surveyor's
Survey

APPROX
NORTH

Adjacent
House

Adjacent
House

if
within
100'
of lot

if
within
100'
of lot

FRONT

Street

STATUTORY DECLARATION

I, ALI MASMUDI

A 600 178700
of the City of Hamilton, in the
A 600 178700 RB

Regional Municipality of Hamilton Wentworth solemnly declare:

- (a) That I am (the owner) (the authorized agent of the owner) above-named;
- (b) That I have a personal knowledge of the particulars above-stated; and
- (c) That all the information and statements given on this application, and on the drawings and specifications are to the best of my knowledge and belief true; and
- (d) That I know of no reason why the permit should not be granted to me in pursuance of the said application.

And I make this Solemn Declaration conscientiously believing it to be true, and knowing it is of the same force and effect as if made under oath, and by virtue of "THE CANADA EVIDENCE ACT"

DECLARED before me at the City of Hamilton, in the said Regional Municipality of Hamilton Wentworth

this 5th day of

July in the year of our Lord 19 96

Applicant

Ali Masmudi
SIGNATURE

Address

163 MOUNTVILLE - AV

A commissioner for taking affidavits in and
for the Regional Municipality of Hamilton
Wentworth. My commission

Expires on Aug. 12/96

PERMIT

TO ☒ ERECT ☐ ALTER ☐ ADD ☐ DEMOLISH☐ BUILDING ☐ HEATING ☐ COOLING ☐ PLUMBING ☐ DRAINAGE ☐ SIGNPROPOSED
USE

Single family dwelling

NO. OF
UNITS

LOCATION

1415

Upper Sherman

8

E

MUN. NO.

STREET

LOT NUMBER

SIDE N/S/E/W

BETWEEN

AND

CROSS STREET

CROSS STREET

OWNER

Ali Masmoudi

163 Mountville Ave.

Hamilton

385-9925

L9A 1B9

NAME

ADDRESS

CITY

POSTAL CODE

CONSTRUCTOR

Owner

NAME

ADDRESS

CITY

POSTAL CODE

DESIGNER

NAME

ADDRESS

CITY

POSTAL CODE

NAME

ADDRESS

CITY

POSTAL CODE

NAME

ADDRESS

CITY

POSTAL CODE

SCOPE OF WORK

To erect a two storey brick veneer single family dwelling with contained garage.

TAG NO 79960

PLAN No. U-75-90

OCCUPANCY CLASSIFICATIONS

☐ GROUP A ASSEMBLY☐ DIVISION 1☐ DIVISION 2☐ DIVISION 3☐ DIVISION 4☐ GROUP B INSTITUTIONAL☐ DIVISION 1☐ DIVISION 2☒ GROUP C RESIDENTIAL☐ GROUP D BUSINESS AND
PERSONAL SERVICE☐ GROUP E MERCANTILE☐ GROUP F INDUSTRIAL☐ DIVISION 1☐ DIVISION 2☐ DIVISION 3

REFERENCE ONTARIO BUILDING CODE

CONSTRUCTION TYPE

☒ COMBUSTIBLE☒ PART 2☐ NON-COMBUSTIBLE☐ PART 2ZONING
DISTRICT

C/AA

MAP
No.

K38c

REQUIRED YARDS

F.Y.

6.0m

R.Y.

7.5m

R.Y.

1.2m

ESTIMATED COST

193200.00

PERMIT FEE

1787.00

RECEIPT No.

600 July 5/90

02 067733

ISSUED TO

Ali Masmoudi

163 Mountville Ave.

Hamilton, ON

L9A 1B9

ON THE AUTHORITY OF BUILDING COMMISSIONER

ISSUED BY L. Paterson/kp

DATE Aug. 3/90

FILE CONTROL COPY

JUL 06 1990

THE CORPORATION OF THE CITY OF HAMILTON

Department of Buildings
City Hall HAMILTON, Ontario
526-2720

Tag No. 79960

5% LAND DEDICATION FOR PARK PURPOSES

Location: UPPER SHERMAN 1415 PT LOT 8 CONC. B E
Street No. Lot No. Side
Between: RYMAL and STONE CHURCH
Owner: ALI MASMOUDI Address: 163 MOUNTAIN AVE
Description of Lot: SEE ATTACHED SURVEY
USE: Residential YES New Building ✓
No. of Dwelling Units: 1 Addition: 79960

1. The above lands (are not) part of a plan of subdivision approved under Section 33 of the Planning Act for which land in the plan was conveyed to the City for park or public purposes, pursuant to a condition imposed by the Minister or payment in lieu of such conveyance was accepted by the City.

Nicholas Hoofnagel
for Commissioner of Planning & Development

If lands are exempt: RETURN TO BUILDING DEPARTMENT

If otherwise: FORWARD TO REAL ESTATE DEPT. ✓

REPORT OF THE REAL ESTATE DEPARTMENT

RE: CASH-IN-LIEU OF 5% LAND DEDICATION SEE MEMO

1. The appraised value of a 5 per cent (5%) land dedication for park purposes or public purposes at the above location amounts to: \$ 3500-
4140.00

Robert W. Nick Aug 8/90
for Director of Real Estate

RETURN TO BUILDING DEPARTMENT

Permit No. BZ

Paid: Receipt R

NOTE: CHANGE MUN. NO TO 1415 Upper Sherman Ave.
LOB 840 PO
Thank. Nicholas Hoofnagel

K.E. AVERY
CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

TEL: 546-2700
FAX: 546-2095

1990 November 12

Mrs. Ourda Masmoudi
163 Mountville Avenue
Hamilton, Ontario
L9A 1E8

Dear Mrs. Masmoudi:

This refers to your request for relief of payment of Development Charges for a single family dwelling at 1415 Upper Sherman Avenue which was considered by the Finance and Administration Committee at a hearing on Thursday, 1990 November 8.

Upon hearing the evidence presented by a representative of the City's Building Department, and after giving the evidence presented by yourself due consideration, the Committee directed that your complaint be taken under advisement.

This is to inform you that the Finance and Administration Committee has decided to reserve its decision in this matter pending receipt of a further report from the Building Commissioner outlining all of the correspondence and reports that have transpired to date with respect to this project.

I will advise you of the date and time this matter is brought back to the Finance and Administration Committee for resolution.

Yours truly,

A handwritten signature in cursive script, appearing to read "John Thompson".

John Thompson, Secretary
Finance and Administration Committee

c.c. Alderman B. Hinkley, Chairman, Finance and Administration Committee
Alderman J. Gallagher
Mr. L. King, Building Commissioner, Attn.: Mr. P. Lampman

CITY OF HAMILTON
- RECOMMENDATION -

OCT 23 1990

DATE: 1990 October 22

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. L. King
Building Commissioner

SUBJECT: 1415 Upper Sherman Avenue - Payment of Development
Charges

RECOMMENDATION:

That the request by Mrs. Ourda Masmoudi for relief of payment of Development Charges for a single family dwelling at 1415 Upper Sherman Avenue be denied.



L.C. King, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On July 5, 1990, application for building permit was made to the City of Hamilton Building Department to erect a single family dwelling at the above-noted property. At the time of attendance at the Building Department the applicants, Mr. & Mrs. Masmoudi, were advised that various charges were owing for 5% land dedication and Development Charges By-laws as passed by the City and Region. They were also advised that a building permit fee was necessary prior to acceptance of their building permit application.

On July 9, 1990, Mr. & Mrs. Masmoudi were sent a letter from this Department outlining what the nature of the development charges were and confirming that various charges were owing prior to issuance of a building permit. The building permit was subsequently issued for the property, however, the applicant did protest payment of all charges owing at the time of building permit issuance.

This Department can find no particular reason for allowing this appeal either in whole or in part for payment of development charges.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Mr. L. C. King,
Building Commissioner,
Building Department.

YOUR FILE:

FROM: Mr. K. E. Avery
City Clerk
City Clerk's Department

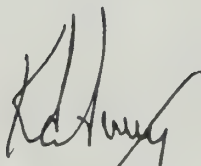
OUR FILE:
PHONE: 546-4587

SUBJECT: Claim for Reimbursement of Funds
Paid to Obtain a Building Permit.

DATE: 1990 September 7

I am forwarding herewith letter dated September 4, 1990, from Mrs. Ourda Masmoudi, 163 Mountville Avenue, Hamilton, Ontario, for your consideration and action.

You may wish to seek the advice of the City Solicitor to determine if this matter should be dealt with through the claim process or whether it is a matter strictly between your Department and Mrs. Masmoudi.


K. E. Avery,
City Clerk.

Frd.

cc: Mrs. P. Noé Johnson, City Solicitor
Ms. Kay Morden, Claims Commission

163 Mountville Avenue,
HAMILTON, Ontario.
L9A 1E8.

RECEIVED

SEP 6 1990

September 4th, 1990.

CITY CLERKS

TO: THE CLERKS OF

The Regional Municipality of Hamilton-Wentworth
and The Corporation of the City of Hamilton

IN THE MATTER OF an Appeal to be reimbursed for part of the funds required to be paid to obtain a building permit to erect a single family dwelling home at 1415 Upper Sherman Avenue, in the City of Hamilton.

Dear Sir:-

I attended at City Hall on July 5th 1990 and filled out all necessary forms required for a building permit to erect a single family private dwelling at 1415 Upper Sherman Avenue, in the City of Hamilton. The personnel in the Building Department informed me that I was then required to pay the sum of \$1,800.00 and I was left with the impression that the \$1,800.00 was the full payment fee required to be paid for the building permit.

I then proceeded to enter into contracts with various sub-trades for the commencement of construction of the residence. The contractors informed me that prior to commencing construction, it was necessary that I pick up the permit from City Hall and accordingly on August 3rd 1990, I attended at City Hall, Building Department and then only was I informed that my total cost for the building permit was \$15,445.00. I was most shocked at this exorbitant figure but having entered into enforceable contracts, I was left with the unfortunate alternative of paying over the said \$15,445.00 and picking up the permit or being sued by the various contractors for damages for failure of carrying out the said contracts.

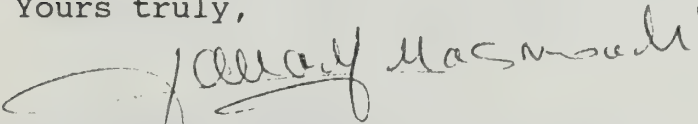
My appeal for reimbursement of a considerable part of the \$15,445.00 paid is on the following basis:-

1. The misrepresentation to me for the cost of the said building permit.
2. The failure of the parties responsible to fully divulge the total cost of the building permit.

The Regional Municipality of Hamilton-Wentworth
and The Corporation of the City of Hamilton,

3. The negligence of the taxing authorities which caused severe and excessive costs to applicant.
4. Alternatively a claim to set-off for unjust enrichment for \$15,445.00 less \$1,800.00 quoted as building permit cost.
5. The wrongful manner of arriving at \$15,445.00 for building permit.

Yours truly,

A handwritten signature in cursive script, appearing to read 'Ourda Masmoudi', written over a horizontal line.

MRS. OURDA MASMOUDI
/ikc

DEPARTMENT OF BUILDINGS

DEC 05 1990

MEMORANDUM

606
11:15

TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. Willie Wong, P. Eng.
Manager of Plan Examination
Building Department

OUR FILE: 90.4.12
PHONE: 546-2766

SUBJECT: Presbyterian Residences (Hamilton) Inc.
Senior Citizens Community Centre

DATE: 1990 December 5

Thank you for your memorandum of November 23, 1990. We have reviewed the attached copy of the correspondence dated November 13, 1990 to Mr. Ed Matthews, City Treasurer, from Presbyterian Residences (Hamilton) Inc., and would advise as follows:

This project, at the present time, is not yet at the building permit stage. City Council approved the re-zoning application from "AA" District to "DE" District Modified to permit the above proposed development at its meeting of November 27, 1990.

Section 10 of the Development Charges By-Law 90-74 exempts the non-profit housing project and says where a non-profit housing project has been approved by the Ministry of Housing prior to the date of enactment of this By-Law, and when the non-profit housing project has been costed in accordance with the development charge rate in effect prior to the date of enactment of this By-Law, the development charge rate in effect prior to the date of enactment of the By-Law shall apply.

This Department tried to interpret the application of the above noted Section in a more fair and equitable manner, and similar to the one set out Section 26 of the Regional Development Charges By-Law, which states as follows:

"Where a non-profit housing provider has been given an allocation of units by the Minister of Housing or has filed a project proposal with the Minister of Housing prior to the passage of this By-Law, and where the cost of the non-profit housing project has been estimated or determined in accordance with any charges of the Region in relation to development which were in effect prior to the passage of this By-Law, the charges then in effect shall apply to the non-profit housing project instead of the development charge under this By-Law".

Continued on Page Two

December 4, 1990

Based on the aforementioned interpretation, the date of allocation of units by the Ministry of Housing or the day of filing of a project with the Ministry of Housing, will be used as the date for application of the City Development Charge.

For your information, a copy of a list of "1990 Hamilton Non-Profit Housing Projects in Development Prior to Passage of New By-Law", prepared and supplied to this Department by the Ministry of Housing, of which will be exempted from By-Law 90-74, is attached herewith. As you can see from the list, the proposed Presbyterian Residences, is not in this list.

A handwritten signature in black ink, appearing to be 'Willie Wong', written over a horizontal line.

Willie Wong, P. Eng.
Manager of Plan Examination

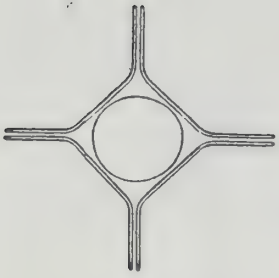
WKW/zr

Attachment

MINISTRY OF HOUSING S.R.H.P.O. - 120 KING STREET WEST, HAMILTON

1990 HAMILTON NON-PROFIT HOUSING PROJECTS IN DEVELOPMENT PRIOR TO PASSAGE OF NEW BY-LAW

N/P PROJECT NAME	ADDRESS	CITY	DESIGN TYPE (S)	PROGRAM	UNITS
1. Ebony Group Com. Homes	1500-1514-1522 Upper Gage Ave	Hamilton	ROWHOUSES	FEDERAL/PROVINCIAL	55
2. First Place Hamilton	180-181 Jackson Street East	Hamilton	ELEVATED APT.	FEDERAL/PROVINCIAL	93
3. Good Shepherd Homes N/P	31-33 Aikman Avenue	Hamilton	ELEVATED APT.	P3600	71
4. Hamilton Baptists	350 Limeridge Road	Hamilton	ROWHOUSES	FEDERAL/PROVINCIAL	28
5. Hamilton Kiwanis - "Oakdale"	Upper Wentworth & Emperor Ave.	Hamilton	ROWHOUSES	HOMES NOW	84
6. Hamilton Kiwanis - "Wentwall"	Essling Ave. & Upper Wentworth	Hamilton	ROWHOUSES	HOMES NOW	67
7. Hamilton MNP	1781 King Street East	Hamilton	LOW RISE APT.	FEDERAL/PROVINCIAL	18
8. Hamilton MNP	75 Wentworth St. N.	Hamilton	LOW RISE APT.	FEDERAL/PROVINCIAL	40
9. Liuna Hamilton	366 King William Street	Hamilton	SENIORS APT.	FEDERAL/PROVINCIAL	39
10. Liuna Hamilton	Stonechurch & Upper Wellington	Hamilton	ROWHOUSES	HOMES NOW	60
11. McGivney Community Homes	408 Rymal Road East at	Hamilton	ROWHOUSES	HOMES NOW	53
12. Meridian Co-op	286 Sanford Avenue North	Hamilton	ELEVATED APT.	HOMES NOW	74
13. Slovenian Soc. of St. Joe	125 Centennial Parkway	Hamilton	SENIORS APT.	FEDERAL/PROVINCIAL	30
14. St.Marks N/P Housing	130 Bay St. South	Hamilton	ELEVATED APT.	HOMES NOW	48
15. Ukranian Villa Church	18 Mall Rd.	Hamilton	SENIORS APT.	HOMES NOW	77



PRESBYTERIAN RESIDENCES (HAMILTON) INC

865 Mohawk Road West Hamilton Ontario L9C 7B9 383-6012

TREASURY	
1990 NOV 20	
ROUTE	REC'D
E.C.M.	<input checked="" type="checkbox"/>
I.R.H.	<input type="checkbox"/>
T.W.D.	<input type="checkbox"/>
N.R.A.	<input type="checkbox"/>
T.B.	<input type="checkbox"/>
G.D.	<input type="checkbox"/>
A.N.	<input type="checkbox"/>

November 13, 1990

Mr. E.C. Matthews
Treasurer
City of Hamilton
City Hall
71 Main St. W.
Hamilton, Ont.

Dear Mr. Matthews:

Re: Presbyterian Residences (Hamilton) Inc.

A non-profit corporation has been set up under the direction of the Presbytery of Hamilton which is a collection of all the Presbyterian churches in the area, including Burlington, Sheffield, Grimsby, and Port Dover. Our group has been working for a number of years to develop a project geared to providing a high level of service for seniors.

We have made a conditional purchase of a property on lands owned by the Chedoke Health Corporation on Rice Avenue north of Mohawk Road. We have applied for and secured approval of a severance for a 9 acre site from the property. We have also applied for a local official plan amendment and rezoning.

It is understood that with normal development applications, levies and park dedication costs are assessed against any project to cover local and regional services. It is our submission that such levies and park dedication be reduced and/or waived to assist our project for two reasons.

First, the level of municipal services required for this project are less than that associated with normal development projects. The development will contain its own amenity centre, including kitchen and dining room facilities, and will contain most day-to-day activities within the site. There will be very little requirement for use of municipal services.

By copy of this letter, we are also sending a similar request to the Region with respect to their lot levies and to the City Real Estate Department with respect to the requirement for park dedication. With respect to park dedication, the proposed site will generate a substantial amount of internal open space and demand for municipal park use from this project will be minimal.

The second reason for requesting the reduction or elimination of fees is to allow the City and Region the opportunity to assist in helping us to provide affordable housing for seniors. There is now substantial discussion at municipal and provincial levels with respect to the need to provide affordable housing.

The Presbytery of Hamilton is committing a substantial amount of funds and personal resources to help achieve this very worthwhile objective. We feel this is an opportunity for the City and Region to further assist in achieving this objective, by reducing municipal costs associated with this project. We trust the affordable housing objective is one that is actively supported at the City. That stated municipal policy can now be translated into specific action.

For the above reasons, we would ask you to present this to the appropriate Committee with a favourable recommendation from your staff respecting reduction or removal of levies and park dedication associated with this project.

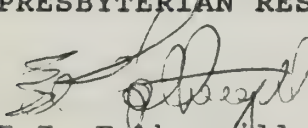
As a non-profit corporation, we are able to deduct every dollar saved through levy and park dedication deductions from the ultimate sale price of each unit. Any reduction in municipal costs, therefore, leads directly to a reduced cost for each of the units and directly increases the affordability of each unit within the project.

This is an extremely worthwhile and important project to this municipality and to the Presbyterian churches in the area. If appropriate, members of our Board of Directors would be pleased to meet with yourself, representatives from the Region, and any members of Council as may be desired to pursue this matter further.

We trust you will give this your early consideration and look forward to your response on this matter.

Sincerely,

PRESBYTERIAN RESIDENCES (HAMILTON) INC.


E.J. Fothergill
Vice President
Board of Directors

cc. Mr. J. Bruzzese
Regional Director of Revenue

Mr. Dan Vice
Director of Real Estate
City of Hamilton

Mr. Ben Vanderbrug
President
Presbyterian Residences (Hamilton) Inc.

Mr. Alex Georgieff
Planning Department

6(c)

DATE: 1991 January 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. K. Beattie
Grants Co-ordinator

SUBJECT: Requests for Civic Receptions

BACKGROUND:

During the 1987 budget process, there was an account established for funding various receptions sponsored by the City of Hamilton. In 1990 the estimate for this account "Special Civic Receptions and Delegation Hostings" was \$48,000. Attached is an analysis of the 1990 expenditures up to November 30, 1990.

The preliminary 1991 budget for this account is \$48,000, which will include funding existing commitments of \$9,000 for the International Airshow June 1991 and an additional \$9,000 for the C.F.L. Draft.

The purpose of this account is to be used for paying the cost of a reception, breakfast, luncheon and/or dinner which is initiated by the City and arranged by City staff, for a delegation or group at a facility outside of City Hall. The event will normally be entirely hosted by the City, but may at times be co-hosted with another party. The contact for this type of event could be through the Mayor's Office, an individual Alderman, the City Clerk, or others.

It should be noted that this account and the requests presented by the delegations is distinct from the "Convention/Reception Grants". The basic guidelines for these grants are that the City may contribute towards the cost of a convention/reception at \$4.00 per participant to a maximum of \$1,500.00 for any event which attracts a majority of participants from out-of-town. The City is not involved with any arrangements concerning the event.

D. K. Beattie

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended November 30, 1990

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
89/11/28	Civic Reception for C.F.L. Board of Directors, Media and Local Officials	5,901.19	
89/07/25	Memorial Cup Championship	20,000.00	
90/03/13	Arts & Cities Ontario Caucus	858.34	
90/03/13	Choralfest '90 Concert	2,727.00	
90/03/13	Challenges for International Broadcasting Conferences	1,054.07	
90/03/13	Civic Reception for Senior Management of the Credit Union for the 50th Anniversary	821.85	
90/03/27	Civic Banquet for the Ontario Bantam Hockey Championship	4,500.00	
90/03/27	Civic Reception for the performers, dignitaries and special guests of the 16th Annual Hamilton International Air Show	4,500.00	
90/05/29	Civic Reception in conjunction with the Board of the Hamilton Philharmonic Orchestra for Boris Brott	800.00	
	Adjusted Total Actual Expended to Date		41,162.45
	LESS: Appropriation		48,000.00
	SURPLUS (DEFICIT)		<u>6,837.55</u>



612
11:25

January 7th, 1991

MEMO TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Mayor Robert M. Morrow

SUBJECT: COMMONWEALTH PHARMACEUTICAL ASSOCIATION
CONFERENCE AUGUST 1991

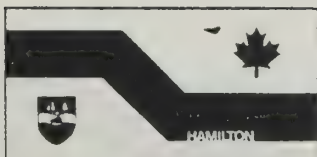
Mr. Alfred Scales, President of the Commonwealth Pharmaceutical Association in the attached letter of December 17, 1990, outlines the importance of this major conference to be held at the Hamilton Convention Centre and Hamilton Place from August 25 to 29th, 1991. This conference of delegates representative of the commonwealth countries and elsewhere will attract between 600 - 800 to our city and region. The organizers of the conference would appreciate the co-operation of the City of Hamilton in sponsoring (or co-sponsoring) the luncheon Monday August 26th, 1991 at which time the distinguished Chairman of the Commonwealth Foundation, the Honourable Robert Stanfield will be the guest speaker.

RECOMMENDATION: That the City of Hamilton contribute up to \$10,000 to help host the luncheon at the Hamilton Convention Centre for this worldwide conference.

The method of financing to be determined by the Committee and City Treasurer.

RMM/DC/pb.

cc: Ald. Brian Hinkley, Chairman of Finance & Administration Committee
L. Sage, C.A.O.
K. Avery, City Clerk
E. Matthews, City Treasurer
K. Beattie, Grants Co-ordinator, Treasury Department
D. Carson, Executive Assistant to the Mayor



Commonwealth
Pharmaceutical
Association
(Founded 1969)

DEC 21 1991



XXXXXXXXXXXXXXXXXXXX
C.P.A. Conference '91
Mrs. M. Monaghan, Chairman
816 Forest Glen Ave.,
Burlington, Ontario
Canada L7T 2L2
Fax (416) 385-8662

The Fifth Conference

August 25-29, 1991

Dec. 17, 1990.

Hamilton, Ontario, Canada

Mr. Robert Morrow, Mayor
City of Hamilton,
City Hall,
Hamilton, Ont.

President
Alfred C. Scales, Phm.P
79 Lover's Lane,
Ancaster, Ont.
L9G 1G5
648-5196

Dear Mr: Morrow:

Re: C.P.A. Conference '91

*Daini
clean
handle*
Further to our meeting in regards to the above, we would request the City of Hamilton to consider sponsoring (or co-sponsoring) the ~~Monday luncheon on Aug. 26th, at which time the Chairman of the Commonwealth Foundation, Robert Stanfield, will be the guest of honour.~~

Since, at this time, the number of delegates who will attend the meeting is a guestimate on our part - likely in the 600 to 800 range - would it be possible for The City to sponsor the luncheon to a set figure of \$8000 - \$10,000? Any costs beyond this figure would be borne by the local convention committee.

yes
The opening ceremonies will commence in the Great Hall of Hamilton Place at 9:00 a.m. on the Monday and we would hope that you could attend and bring a welcome to the assembly. This is the first, and likely the only time for some years to come, we will have the opportunity to host such a cross-section of pharmacists from around the world and we are looking forward to this opportunity to show off our city and its facilities.

Since many of our delegates are from the developing countries of Africa, Asia and the Caribbean, with this their first trip to Canada, we are trying to put together an interesting and educational programme and at the same time welcome and entertain them in a true and warm Canadian fashion.

We hope that you can support us in this endeavour and look forward to your early response.

Thanks for taking the time to meet with us last week and for showing a sincere interest in our conference.

Sincerely,

[Signature]
Alfred C. Scales, President.

Hosted by Canadian Pharmaceutical Association
in Co-operation with The Hamilton & District Pharmacists Association

ROBERT M. MORROW
MAYOR



6(e)
11:35

DEC 18 1990

December 18th, 1990

MEMO TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Dennis Carson
Executive Assistant to the Mayor

SUBJECT: CITY OF HAMILTON CORPORATE PARTICIPATION
IN ANNUAL AWARDS OF THE HAMILTON CHAPTER
OF THE CANADIAN PUBLIC RELATIONS SOCIETY

As per the attached letter dated December 13th, 1990 from Mr. W. R. Gair, Director of the Canadian Public Relations Society of Hamilton, the Chapter is launching a new awards programme to recognize communication excellence by the public relations professionals of Hamilton and area. These awards will be recognized at a special dinner on February 19th, 1991 for the first time.

The Chapter is offering the opportunity to the City of Hamilton to be supportive of their organization by sponsoring an award. Sponsorship by "the City of Hamilton" will bring prestige to the award and also receive considerable publicity for the city as well as encouraging "the image makers" of our community in their very important work of public relations and communications programmes.

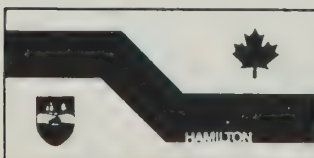
Mayor Morrow has requested that I forward this to the Finance and Administration Committee for appropriate action. Note that the cost of a sponsorship is \$1,500 for the first year and \$1,000 per subsequent year for a period of at least two years. The method of financing the award would be determined by the Committee in conjunction with the City Treasurer.

Mr. Bill Gair and a delegation of the Hamilton Chapter CPRS would be pleased to attend the committee meeting to provide further information and answer questions.

RMM/DC/pb.

cc: Mayor Robert Morrow
Ald. Brian Hinkley, Chairman of the Finance and Administration Committee
Mr. L. Sage, CAO
Mr. E. Matthews, City Treasurer

A handwritten signature in dark ink, likely of the Mayor, Robert Morrow.



City Hall,
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone: (416) 526-2790

December 13, 1990

DEC 17 1990

Mr. Dennis Carson
Hamilton City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Dennis:

We at the Hamilton Chapter of the Canadian Public Relations Society have launched our first-ever awards program to recognize communication excellence by the public relations professionals of Hamilton and surrounding areas.

We expect many entries from chapter members as well as from various other agencies and corporate communicators. The climax of this exciting new program will be a high profile awards recognition dinner on February 19, 1991.

Recognition awards will be presented to winning entries for:

- | | |
|--------------------------|-----------------------|
| * External P.R. programs | * Audio visual |
| * Internal P.R. programs | * Print presentations |
| * Special events | * Writing excellence |

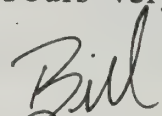
Each of these award categories will have three winners: one from Business, Government and Associations. **Corporate award sponsorships will be available for all but the writing award.**

We are offering this opportunity to five of the large companies in the Hamilton area that have been supportive of the CPRS through membership in our Hamilton Chapter. By sponsoring an award, your corporate name would be attached directly to the three winners' trophies. Your sponsorship will be publicized on the night of the event as well as through promotions and the media coverage following.

But we need commitment. We are asking that award sponsors commit for at least a two year period. Cost of a sponsorship is \$1,500 the first year and \$1,000 per subsequent year.

Please give this opportunity consideration. I will be calling shortly to finalize your pledge or to arrange a time to explain in person and show you a sample of the award.

Yours very truly


W. R. Gair
Director, CPRS Hamilton

ROBERT M. MORROW
MAYOR



(68)
11:45

DEC 27 1990

December 20th, 1990

MEMO TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Mayor Robert M. Morrow

SUBJECT: 1991 SCIENCE TEACHERS' ASSOCIATION OF
ONTARIO CONFERENCE

Mr. Gord Phillips, the Chairman of this conference, in the attached letter of December 19th, 1990 outlines very comprehensively the significance of this major conference coming to Hamilton with over 1,200 delegates from across Ontario along with 110 special speakers and 102 exhibits.

RECOMMENDATION That the City of Hamilton contribute up to \$10,000 to help host a luncheon at the Hamilton Convention Centre. Method of financing to be determined by the City Treasurer.

RMM/DC/pb.

cc: Ald. Brian Hinkley, Chairman of Finance & Administration Committee
Dennis Carson, Executive Assistant to the Mayor
L. Sage, C.A.O.
K. Avery, City Clerk

Rmm



City Hall,
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone: (416) 526-2790



DEC 22 1990



December 19, 1990

The Honourable Bob Morrow
Mayor for the City of Hamilton
71 Main Street West
Hamilton, Ontario L8N 3T4

Dear Mr. Morrow:

RE: Background information for Dec. 10/90 meeting.

I have prepared this paper in order to substantiate my request for grant money from the City of Hamilton, with respect to funding for, STAO' 91 - a large Provincial wide science conference taking place on October 17 th, 18 th, and 19 th, 1991.

The following represents a summary of the pertinent aspects of this conference that should be considered :

- * over 1,200 delegates from across Ontario are expected to attend, with over 110 speakers and 102 exhibits ;
- * hotels that will be used include, The Sheraton, The Holiday Inn, The Royal Connaught, and the Journey's End - some 300 hotel spaces for the duration of the conference ;
- * the Hamilton Convention Centre & Hamilton Place will be the center of this conference, with side tours to McMaster University, Dofasco, Inland Waters, Christie Conservation Centre, and Mohawk College ;
- * confirmed speakers at this time include ; Stephen Lewis, Peter Mansbridge (CBC) ; Dr. Stephen Jay Gould ; Claudette MacKay-Lassonde (Director at Northern Telecom) ; Gerry Connelly (Ministry of Education) ; Dr. Geraldine Kenney-Wallace (President of McMaster University) ; Dr. John Percy (Dean of Science at Erindale Campus U. of T.) ; Jay Ingram (CBC's Quirks & Quarks) ; and "Air Farce" ;
- * at this point speakers that are pending include, Professor Richard Taylor (Nobel Laureate - 1990), Dr. John Polanyi (Nobel Laureate - 1986), The Honourable Mrs. M. Boyd (Minister of Education), and Robert Bateman ;
- * a large advertising campaign will be taking place across Canada to promote this conference including, the use of Ontario Teachers Federation Mailing, The Crucible, and various other teacher associations across Canada ;

1 ...

Science Teachers' Association of Ontario

Promoting Excellence in Science Education Through Leadership and Service



- * at this point in the planning of this conference, our committee will be spending over \$125,000 in order to sustain a conference of this magnitude - all of this to the City of Hamilton for such items as rentals (Chairman Mills), Convention Space (Convention Centre & Hamilton Place), Meals of all kinds for numerous meetings (Old Mill/Sheraton/Black Forest Inn/Hillcrest, etc...), Hotel Accommodations, Art Work and Printing, etc ... ;
- * in addition to the main conference, my committee is arranging a large student conference that will be held in conjunction with our conference on Saturday October 19, 1991 - 400 students from across the Province will be converging on Hamilton to hold a one-day mini science conference, at the same location ;
- * on Wednesday October 16, 1991 I have invited the Science Consultants Association of Ontario (SCAO), to hold their annual fall meeting at the same location as our conference. This represents some 70 science consultants from across Ontario ;
- * just about every major Canadian Corporation either exhibits with us at the Convention, or advertises in our program planner - these include, Air Canada, Bell Canada, Northern Telecom, IBM of Canada, TV Ontario, Ontario Hydro, Environment Canada, and almost all universities, colleges and publishing houses ;
- * a great deal of activity occurs each night of the conference with meetings, receptions, networking of individuals, as well as a large interest in the local community and what it has to offer - shops, restaurants, nightclubs, etc ...

I have tried to supply you with the relevant information you would need in order to arrive at an informed decision on my request for a grant. In particular, I would respectfully request an amount up to \$10,000 from the City of Hamilton in order to help host the luncheon that will take place on Friday October 18 th, 1991 in the Wentworth Hall of the Convention Centre. I hope that this meets with your approval and if any more information is required, I would be more than glad to supply this at your request.

Yours truly,

Gord Phillips B.Sc., B.Ed., M.S.Ed.
Chair, STAO '91



6(g)
11:55

DEC 04 1990

MEMO TO: John Thompson, Secretary Finance and Administration Committee

FROM: Mayor Morrow

RE: Lions International Convention May 1991

Please refer the attached letter of November 29, 1990 from Mr. Ted Sheehan, the Convention Chairman, to the Finance and Administration Committee for their recommendation of providing a VIP reception and dinner for delegates from the Lions International and the Multiple District A plus host city representatives at the Hamilton Convention Centre on Thursday May 30, 1991 for 125 people at the cost of \$5000.00. The method of financing to be determined by the City Treasurer.

I understand the Region of Hamilton-Wentworth will provide a grant of \$1500.00 for another function occurring during this Convention.

Also invite Mr. Ted Sheehan and any representatives of the Lions Golden Horseshoe Convention Executive to appear with me at the Finance and Administration Committee meeting.

CC. Alderman B. Hinkley, Chairman of Finance and Administration
Alderman D. Ross, Chairman Economic Development Committee
E. Matthews, City Treasurer
J. Fardell, Tourism and Convention Services
D. Carson, Executive Assistant to Mayor

D. Carson
for R.M. Morrow





GOLDEN HORSESHOE CONVENTION 91

MULTIPLE DISTRICT A

P.O. Box 8195,
Dundas, Ontario
L9H 5G1

November 29, 1990

Mayor Robert Morrow,
City Hall, 71 Main St. West,
Hamilton, Ontario.

Re: Lions International M.D."A" (Multiple District "A") Convention 1991

Your Worship:

The Lions Clubs of Region 25, District A-11, comprising the Clubs of Ancaster, Blackheath-Binbrook, Burlington Aldershot, Burlington Central, Copetown, Dundas, Freelon, Hamilton Central, Hamilton East, Lynden, Mount Hope, Stoney Creek, Waterdown, and the Lioness Clubs of Burlington and Dundas will be hosting the M.D."A" Lions International Convention in the Hamilton Convention Centre from Thursday, May 30th to Sunday, June 2nd, 1991.

M.D."A" has more than 1,000 Lions Clubs and Lioness Clubs in Ontario, Quebec, Labrador, St. Pierre and Miquelon. Delegates and families from M.D."A" plus 300 from the U.S.A. will bring our attendance at the convention to 5,000 or more.

Every suitable hotel and motel within Greater Hamilton has been contacted. At present we have booked more than 1,850 rooms. We will be using the Hamilton Convention Centre, including its dining facilities, throughout the convention. During these four days, there will be many opportunities for our visitors to shop and dine in Hamilton, and we estimate the economic benefit to generate \$5,000,000.

To make this convention a success and attract the numbers as mentioned above we have already spent \$16,000 on promotion. We are getting the assistance and adequate support from the Greater Hamilton Tourism & Convention Services (Economic Development Department). We are convinced that our convention will be the largest and greatest convention ever held in Hamilton.

It is custom for the Host Convention Committee to provide a V.I.P. reception and dinner for visiting delegates from Lions International and M.D."A", and representatives of the host city. This function will be held in the Hamilton Convention Centre on Thursday, May 30, 1991 with approximately 125 in attendance at a cost of \$5,000 estimated. Our resources cannot support such an expense; all monies raised by our organization are used for charitable purposes only. We hope that the City of Hamilton will host this event and fund the expense.

I would be pleased to elaborate on any of my comments and would gladly attend any meetings if necessary. My home phone number is 627-7398.

Thanking you in advance,

E.J. 'Ted' Sheehan, P.D.G.
Convention Chairman



602
12:05

January 9th, 1991

MEMO TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Mayor Robert M. Morrow

SUBJECT: THE CITY HOST A RECEPTION FOR THE
CLASSICAL ASSOCIATION OF THE MIDDLE
WEST AND SOUTH (MCMASTER UNIVERSITY)

Dr. Alexander G. McKay of McMaster University has been successful in attracting for the first time in its 87 year history, the Classical Association of the Middle West and South, an organization of teachers and professors of Classics, Art History and Archaeology to the Province of Ontario.

In the attached letter of November 25, 1990, Dr. McKay is requesting the City of Hamilton host a reception at the Sheraton Hamilton Hotel on Thursday April 4, 1991 for 175 registrants.

RECOMMENDATION: That the City of Hamilton host a reception for this conference at a cost not to exceed \$1,750.00 at the Sheraton Hamilton Hotel on Thursday April 4, 1991, between 5:30 and 7:00 p.m.

Method of financing to be determined by the Committee in conjunction with the City Treasurer.

RMM/DC/pb.

Attach.

cc: Ald. Brian Hinkley, Chairman of Finance & Administration Committee
K. Avery, City Clerk
E. Matthews, City Treasurer
K. Beattie, Grants Co-ordinator, Treasury Department
D. Carson, Executive Assistant to the Mayor
Dr. Alexander G. McKay, McMaster University



Department of Classics
McMaster University
Hamilton, Ontario L8S 4M2
25 November 1990

Mayor Robert M. Morrow,
City Hall,
71 Main Street West,
Hamilton, Ontario.

Dear Mr. Morrow:

In anticipation of a major teacher's convention in Hamilton, scheduled for 3-6 April, 1991, I approach you and your colleagues to request the courtesy of a wine and cheese reception for our guests at the Sheraton Hamilton on Thursday, 4 April, between 5:30 and 7:00 p.m.

The President and Executive Officers of the CLASSICAL ASSOCIATION OF THE MIDDLE WEST AND SOUTH accepted the invitation of McMaster University and the Ontario Classical Association to hold its 87th annual meeting in Hamilton, the first time in the long history of the Association that teachers and professors of Classics, Art History and Archaeology have gathered in our province. Membership (in excess of 1500 persons) includes Ontario, Manitoba and Saskatchewan, and 30 States from Alabama to Wyoming.

My role as Chairman of the Local Committee, and as a Past President of the Association, has been to arrange facilities and plan events and visits that will engage the participants' attention and heighten their productive enjoyment of the convention. I anticipate that we will have 175 registrants from Canada and the USA during the meetings at the Sheraton Hamilton and at McMaster University.

I hope very much that Hamilton can signal its concern for high quality teaching and research in Greek and Latin and in the Humanities at the elementary and secondary school levels, and in our colleges and universities, by providing a reception in honour of this unique organization and its committed membership.

Sincerely yours,

A. G. McKay

Alexander G McKay, OC PhD LL.D FRSC
Chairman, Local Committee
Professor Emeritus of Classics and
Comparative Literature.

525-9140 (B.)

526-1331 (H.)

7(a)

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 January 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

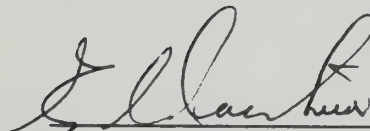
FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: 1990-1991 USER FEES AND OTHER REVENUES BY
DEPARTMENT

BACKGROUND:

Attached is a comparative listing of 1990-1991 user fees and rates for the City of Hamilton. Some fees have received Council approval effective January 1, 1991 and others will be going to Committee/Council at various times throughout 1991.

The revised listing is forwarded to this Committee for the information of the members. Please disregard the listing from the December 6, 1990 Consent Agenda, Item E.(iv) which was tabled for further discussion.


E. C. Matthews, Treasurer

Attach.

**THIS REPORT HAS BEEN BOUND
AND DISTRIBUTED SEPARATELY
WITH THE AGENDA.**

CITY OF HAMILTON
- INFORMATION -

7(6)

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

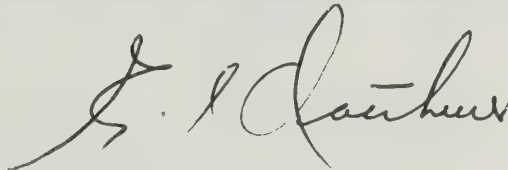
FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: Post Audit Letter
Recommendations and Comments Concerning
Accounting Systems, Procedures and Controls
For 1989

BACKGROUND:

Enclosed is the 1989 Management Letter issued by Pannell Kerr MacGillivray Chartered Accountants on the City's operations for the Committees review. Included in the management letter are the observations or weaknesses of the existing systems audited, recommendations for strengthening these systems and the corrective action taken by management.

As directed by the Finance and Administration Committee at its meeting held Thursday, 1990 May 24 the audit management letter has been forwarded to all Members of City Council for their information.



c.c. Members of City Council
Mr. Lou Sage, Chief Administrative Officer
Pannell, Kerr, MacGillivray, Chartered Accountants

**Pannell
Kerr
MacGillivray**
Chartered Accountants

November 29, 1990

Mr. E. C. Matthews, C.A.
Treasurer
The Corporation of the
City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Matthews:

We enclose our completed 1989 post audit letter which includes management comments. If you wish to discuss this further, please do not hesitate to contact me.

Yours very truly

PANNELL KERR MACGILLIVRAY

per *Michael G. Collyer*

Michael G. Collyer, F.C.A.
Partner/rs
Enclosures

TREASURY		
1990 NOV 29		
ROUTE		REC'D
E.C.M.		
I.R.H.		
T.W.D.		
N.R.A.		
T.B.		
G.D.		
A.N.		

M.P.O. Box 679
Standard Life Centre, Suite 650
120 King Street West
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732
Facsimile: (416) 572-9333

Bruno K. J. Bragoli
W. Michael Cashion
Michael G. Collyer
Colin C. Dalingwater
John C. Dow
Richard J. Kelly
William B. Stephenson

CITY OF HAMILTON

POST AUDIT LETTER

RECOMMENDATIONS AND COMMENTS CONCERNING
ACCOUNTING SYSTEMS, PROCEDURES AND CONTROLS
FOR 1989

JULY 1990

**PREVIOUSLY REPORTED UNRESOLVED WEAKNESSES
AND WEAKNESSES NOTED IN 1989
FOR THE FIRST TIME**

CONTENTS

Previously Reported Unresolved Weaknesses		Weaknesses Noted in 1989 For the First Time	
Areas	Number of Recommendations	Page Numbers	Number of Recommendations
MSA Computer System	2	1-2	
Payables	3	3	
Purchases	2	4	
Hamilton Public Library	3	5	
Municipal Non-Profit (Hamilton) Housing Corporation	1	6	
General			
Investments			2
Taxation			3
Accounts Payable			3
Revenues			1
Payroll			1
Trust Funds			1
Parking Authority			5
Hamilton Public Library			5
Hamilton Municipal Retirement Fund			2
Hamilton Housing Company Limited			2
Municipal Non-Profit (Hamilton) Housing Corporation			1
			9

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

1

MSA COMPUTER SYSTEM

Previously Reported Weakness

1. Password Control

At the present time there is no policy for changing passwords on a periodic basis. All existing passwords and access privileges have been assigned by the EDP Department. Nick Adhya, Manager of Accounting, is reviewing all users and their access privileges and will be responsible for assigning new users to the system. There is no on-line facility to allow users to change their passwords, rather, they must send a memo to the EDP Department requesting a new password. There is no way to trace the initiation or alteration of computer data to an employee if more than one individual knows a particular password.

On-line system access policies and procedures which ensure user accountability for their actions should be implemented.

The steps necessary to accomplish this are too numerous to detail in this recommendation, and require significant programming and administration resources. For example, passwords should only be known by the individual to whom it is assigned. To do this, a program must be installed which allows the employee to change his or her password. Computer software should also generate or accept only passwords which cannot easily be compromised and should force passwords to be changed, say, every thirty days. Audit trails must be provided which contain sufficient detail to enable system activity to be traced to an employee, not just to a terminal or to a department. Finally, the importance and rationale surrounding computer security must be clearly communicated to all employees.

This is the only way an organization can safely dispense with the paper trail provided by traditional forms (requisitions, purchase orders, etc.) which are indelibly and clearly approved by a person other than (and preferably superior to) the originating party.

Operators are informed in a letter enclosed with their password about the importance of keeping their own password to themselves. Should they feel their password has been compromised, it is to be reported immediately for change.

Audit trails are provided to trace activity to user. Terminals may have multiple operators, each with their own passwords, therefore with existing procedures tracking is essential.

The current release of the DBS DCI (security) module does not include the ability for a user to change their own password. However, a review is being requested by Treasury, to determine if RACF could be used to allow a one operator password to be used for all systems. This would provide the desired results for enabling the password to be changed every 30 days.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

2

MSA COMPUTER SYSTEM (continued)

Previously Reported Weakness

2. Auto Log-off Procedures

There is no forced sign-off by the computer of inactive workstations. This means that unauthorized individuals may be able to access the system and, for example, initiate purchase orders.

An automated forced sign-off feature should be installed in the EDP system. Workstations would then automatically sign-off after an extended period of inactivity, say, ten minutes. This would reduce the risk of unauthorized personnel gaining access to the system through unattended application screens.

Users are currently under instructions to not leave their terminal unattended and to log-off if they will be away from their terminal.

The present installed level of CICS (Customer Information and Control System) is not conducive to the implementation of a time-out feature. Although this is possible, it is not recommended as many users (of non-restricted information) would be unnecessarily dropped off the system when it times out. Restarting users is currently very awkward and involves reinitiating the users affected.

The planned means of implementing the desired time-out feature, is to install release 2.1.1. of CICS that, subject to testing, will enable the system to time-out terminals by application (ie Financial), thereby not affecting other users. The release of CICS 2.1.1. is scheduled for installation in late 1990.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

3

PAYABLES

Previously Reported Weaknesses

1. The interfund balances of certain local boards did not agree.
i.e. Hamilton Public Library Board
Hamilton Municipal Retirement Fund
Municipal Non-Profit (Hamilton)
Housing Corporation.

All interfund balances should be reconciled on a regular basis (monthly) by a member of the Treasury Department. The new MSA system creates interfund accounts in order to balance each company (e.g. City, Hamilton Housing, etc.). Thus it should be possible to agree and/or reconcile these accounts regularly. Any differences should be followed up promptly.

Recommendation accepted. Interfund accounts are presently being reconciled on a monthly basis.

2. The clearing account for long-term disability did not clear at year end.

All clearing accounts should be reviewed on a regular basis (monthly) to ensure that they clear.

Recommendation accepted. Clearing accounts are presently being reviewed on a monthly basis.

3. According to the Municipal Financial Reporting Handbook, "expenditures should be recognized in the accounting period in which they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay." In the course of our testing we found examples where a payable was set up as at December 31, 1989 yet no goods or services were received until after 1989.

Accounting for expenditures and payables should follow the policies set out in the Municipal Financial Reporting Handbook. Thus, expenditures should not be recorded and payables should not be set up unless the goods or services have been received.

Ministry guidelines are being followed in these areas; the two examples cited were inadvertently set up in 1989.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

PURCHASES

Previously Reported Weaknesses

1. Invoice Package

During the course of our audit, we found that some invoice packages did not contain departmental approval. If this is accepted as common practice, it could lead to the making of improper purchases.

Ensure that purchases requiring departmental approval are approved by the department before issuing payment.

Improper departmental approval is not accepted as common practice; Accounts Payable ensures that invoices are properly approved before payment.

2. Purchase Orders

We noticed that some of the information required on a purchase order, for example, council approval dates, was not entered into the computerized system. This could cause problems if the information is accessed at a later date as the file would be incomplete.

All information on purchase order should be entered into the system.

Buyers have been reminded by the Manager of Purchasing that specific approval levels, ie Council, C.A.O., etc., be entered on the PCM (Purchase Order Header and Line Comments) Screen for each purchase order.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

HAMILTON PUBLIC LIBRARY

Previously Reported Weaknesses

1. For library purchases, there were some cases where purchase orders were being set up after the goods are ordered. Thus, there was no authorization of the purchase before the order was made. This could result in items being ordered in error.
2. Book purchase orders are all eventually destroyed. Thus there is no proof of ordering after one year. This would make possible queries about orders difficult to answer.
3. For library purchases there were some cases where there was no written documentation that the goods or services were received. Many times the library staff simply know that the goods or services have been received. Thus payment could be made for goods or services that have not been received.

Purchase orders should be set up and authorized before the goods are ordered.

One copy of the purchase order (pink copy) should be attached to the invoice package.

In those cases that purchase orders are TYPED UP after ordering goods, verbal authorization has been given and details noted before ordering. Procedures will be changed such that all purchase orders are prepared and authorized before ordering goods.

All items on the invoices are checked against the authorized purchase order ensuring that the Library only pays for materials ordered. Book purchase orders are only destroyed one year after receipt of material.

Recommendation accepted.

Receiving documentation and/or packing slips should be retained for all goods or services received. This documentation should be forwarded to the Central Library office if from the branches. At the Central Library office and/or technical services, receiving documentation should be matched with and attached to the invoice before payment. If there is no receiving documentation, then "Received" should be recorded on the invoice.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

MUNICIPAL NON-PROFIT (HAMILTON)
HOUSING CORPORATION

Previously Reported Weaknesses

1. During the course of our audit, it was discovered that not all payments made by Kiwanis have an invoice approved by the Maintenance Manager. This could result in improper payments being made.

The Maintenance Manager should approve all invoices before they are paid.

Recommendation accepted. The Maintenance Manager is now approving all invoices before they are paid.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

GENERAL

- | | | |
|---|---|---|
| <p>1. In the course of our audit work we discovered that not all journal vouchers are properly approved. For example, there were some journal vouchers that were signed by the preparer only. Others were signed by the same person under "prepared by" and "approved by." In addition we noticed a number of journal vouchers without appropriate back-up in support of the entry. This could result in an incorrect entry being recorded.</p> | <p>A formal system for review and approval of journal vouchers should be implemented and followed up on a regular basis. For example, journal vouchers prepared by a staff member should be reviewed and approved by that person's supervisor. Journal vouchers prepared by a supervisor should be reviewed and approved by a manager. Journal vouchers prepared by a manager should be reviewed and approved by another manager or the Treasurer. In all cases, the manager of accounting should review and approve the journal voucher.</p> <p>Journal vouchers should not be accepted for input into the system until all required signatures are present.</p> | <p>This process is being reviewed by the Manager of Internal Controls and a refined procedure will be in place in 1990.</p> |
| <p>2. We noticed that there is a centre RF in the Available Funds Report that is not used.</p> | <p>The centre RF should be deleted.</p> | <p>Fund RF has been deleted in 1990. Fund identifiers can only be inactivated during the year and deleted at year end.</p> |

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

INVESTMENTS

- | | | |
|---|---|--|
| <p>1. Long-term current investments are recorded at face value. The accounting policies set out in the notes indicate that investments are recorded at cost.</p> | <p>Long-term current investments should be recorded at cost with any discount or premium over face value being amortized to income over the life of the investment.</p> | <p>It is our opinion, that the amount of discount and/or premium on long-term investments are not material enough to warrant recording the investments at cost and the amortization of any difference over the life of the investments. Notes to the financial statements will be amended to reflect this procedure.</p> |
| <p>2. During the course of our audit work it came to our attention that some investments were improperly classified between municipal and provincial on the Financial Information Return. Proper classification of investments is required by the Ministry of Municipal Affairs in order to ensure municipalities comply with legal requirements.</p> | <p>Investments should be properly classified as to type. (Canada, Provincial, Municipal, Other)</p> | <p>Recommendation accepted. Procedures will be developed to ensure that investments are properly classified for publication in the Financial Information Return.</p> |
| <p>3. Accrued interest on long-term investments has not been recorded for any of the special funds. This is contrary to the accounting policies set out in the notes to the financial statements.</p> | <p>Accrued interest should be recorded for all long-term investments.</p> | <p>Interest on long-term investments for special funds will be accrued where it is determined that the amounts are material.</p> |

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

TAXATION

1. In the course of our audit it came to our attention that there is no copy of the 1989 tax roll for Ward 8 and a portion of Ward 7.

Tax rolls are an important document and at least one copy (in addition to off-site back-up) should be retained.

Recommendation accepted. This problem will be reviewed with information systems to determine if a report can be produced for Ward 8 and a portion of Ward 7 which will duplicate the information included in the tax rolls.
2. The business tax receivable listing is not reconciled to the general ledger on a timely basis. This could result in undetected problems with respect to collection of business taxes.

The business tax receivable listing should be reconciled to the general ledger on a regular monthly and timely basis.

Recommendation accepted. Reconciliations are being done on a monthly basis.
3. As a result of testing the adjustment vouchers for realty and business taxes, we noticed that all are not signed showing proof of authorization. This could lead to unauthorized adjustments being made.

Tax adjustment vouchers should be authorized as well as being signed by the preparer. Authorization should be by someone other than the preparer (i.e. Supervisor of Taxation).

Recommendation accepted. The manager of Revenues has advised the taxation staff that all adjustment vouchers must be authorized by the appropriate level of authority.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

ACCOUNTS PAYABLE

1. Included in accounts payable account excess funds -- OMERS is a large credit. This item is not a payable as it is an actuarial surplus.

This actuarial surplus should either be recorded as revenue or included as a reserve for future pension costs. Council should agree to a plan of action.

Approval is being sought in 1990 to set up as a reserve for future pension costs.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

REVENUES

1. Adequate control over completeness of parking violation tickets does not exist. Pre-numbered tickets are obtained from traffic by By-law officers. The tickets are handed into the traffic department daily. There is no procedure to ensure that all tickets issued to By-law officers are returned. Thus, it is possible that some tickets (revenue) may not be recorded.

By-law officers should sign for tickets when they are received. The completed tickets should be reconciled to the tickets issued on a regular basis (e.g. weekly, monthly) to ensure all issued tickets are returned.

This practice of parking control officers signing for tags is presently in place. Each officer is required to sign for every book of parking violation tags which is removed from the supply. The parking violation section of Treasury Department has a computer record of all parking tags which are issued or withdrawn. Parking tags which are deleted, damaged, etc. are recorded manually, but are not entered into the computer records.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

PAYROLL

1. In the course of our audit we observed that some time cards were not signed authorizing hours worked. This could result in an employee being paid for hours not worked.

All time cards should be approved by a responsible individual authorizing hours worked.

Recommendation accepted.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

13

TRUST FUNDS

1. OHRP

The monies received from loan repayments are deposited into the City's general bank account. From time to time, transfers are made between the general bank account and the OHRP bank account. These transfers were recorded (before adjustments made) as receipts. The receipt of the money has been recorded with the repayment of the loan. Recording the transfers between bank accounts is double counting.

Accounting for receipts and expenditures should be done properly. Transfers between bank accounts should not be recorded as receipts or expenditures.

The process requires that a separate Trust Fund be maintained for excess funds within the OHRP program. As a result, the City makes periodic transfers based on the net position and allowances are made for applicable interest adjustments. This is the most efficient manner in handling the fund and in our opinion there is not duplication involved and this method of accounting has been approved by the Provincial Auditors.

2. Note 1 to the financial statements states that receipts and expenditures are reported on the accrual basis of accounting. This means that accrued interest should be set up at year end. This was done by audit entry.

Staff responsible for the preparation of trust fund financial statements should ensure that all required accruals are made at year end.

Interest on long-term investments for special funds will be accrued where it is determined that the amounts are material.

3. We noticed that some investments were misclassified in various trust funds (e.g. bankers acceptances were classified as Investments - Municipal Own rather than Investments - Other).

Investments should be properly classified for financial statement purposes.

Recommendation accepted. Procedures will be developed to ensure that investments are properly classified for publication in the Financial Information Return.

4. We noticed that the trust fund accounts are not in a separate centre in the Available Funds Report. Since trust funds are similar to a separate entity and to make accounting for them a little easier, a separate centre should be set up in the Available Funds Report.

Consideration should be given to creating a separate centre to record Trust Fund transactions.

The trust funds are presently in a separate centre in the Available Funds Report.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

TRUST FUNDS (continued)

5. A number of people are responsible for accounting for the various trust funds. It may be more efficient in the preparation of the financial statements if only one person did the accounting for the trust funds.

Consider assigning the responsibility of accounting for the trust funds and preparing the financial statements to one person.

The responsibility for the administration and accounting for the various Trust Funds has been assigned on the basis of expertise in these areas. The delegation of this authority has been deemed to be the most effective means of administration.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

PARKING AUTHORITY

- | | | |
|--|---|---|
| <p>1. Monthly parking revenue is collected in advance and recorded when collected. Failure to defer this revenue is contrary to the accounting policies set out in the notes to the financial statements.</p> <p>2. In the course of our audit it came to our attention that some invoices were not authorized, as evidenced by signature on the stamp imprinted on the invoice. This could result in improper purchases occurring.</p> <p>3. Purchase order numbers were not always written on invoice stamps, making it difficult to ensure a purchase order exists. Thus, it is possible that invoices could be paid for which no purchase was made.</p> <p>4. In the course of our audit we noticed 2 instances where crew cards were not signed authorizing hours worked. This could result in an employee being paid for hours not worked.</p> <p>5. Invoices relating to interest payments due to suppliers are not kept. This makes it difficult to reconcile accounts with suppliers.</p> | <p>Revenue from monthly parking fees should be deferred until the month in which they are earned.</p> <p>All invoices should be authorized, by proper designated personnel before payment being made.</p> <p>Invoices should be cross referenced to the purchase order by including the purchase order number on the invoice stamp.</p> <p>All crew cards should be signed by an appropriate individual authorizing hours worked.</p> <p>All invoices should be retained in order that disputes with suppliers can be reconciled.</p> | <p>Recommendation accepted.</p> <p>Recommendation accepted.</p> <p>Recommendation accepted.</p> <p>Recommendation accepted.</p> <p>Recommendation accepted.</p> |
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OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

HAMILTON PUBLIC LIBRARY

- | | | |
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| <p>1. Interest was not accrued on trust fund investments as at December 31, 1989. This is contrary to the accounting policies set out in the notes to the financial statements.</p> <p>2. Some payroll and benefit clearing accounts contained unreconciled amounts at the year end.</p> | <p>Interest should be accrued on trust fund investments.</p> <p>All clearing accounts should be reviewed and reconciled on a regular basis (monthly).</p> | <p>Interest on long-term investments for special funds will be accrued where it is determined that the amounts are material.</p> <p>Recommendation accepted.</p> |
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OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

HAMILTON MUNICIPAL RETIREMENT FUND

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|---|--|--|
| <p>1. There were a number of accounts payable and accrued liabilities not recorded at year end (e.g. administration charges).</p> <p>2. The interfund balance with the Corporation of the City of Hamilton did not agree at year end.</p> | <p>Accounts payable and accrued liabilities should be recorded for expenses incurred to year end.</p> <p>The interfund balance should be reconciled on a regular basis (monthly) by a member of the Treasury Department. Any differences should be followed up promptly.</p> | <p>Certain liabilities are not known at year-end; consultants will be requested to provide year end actuals in time to set up as liability in current year.</p> <p>Recommendation accepted. Reconciliations will be done on a monthly basis.</p> |
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OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

HAMILTON HOUSING COMPANY LIMITED

1. Invoices were not always approved by management (i.e. on the invoice stamp). This can result in amounts being paid at improper amounts or for goods and services not received.

Invoice stamps should be filled in and signed by management approving the invoice.

Recommendation accepted. All invoices will be stamped and authorized.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

MUNICIPAL NON-PROFIT (HAMILTON)
HOUSING CORPORATION

- | | | |
|---|--|---|
| <p>1. As the corporation grows by taking on more projects, the need for timely accounting information becomes more important. As a result, the accounting information should be up-to-date and accurate. This should improve as there is a full-time accountant for the Corporation in 1990.</p> <p>2. Information is provided by Kiwanis monthly to the Corporation and recorded. It is important that the information be reviewed for accuracy and reasonableness before it is recorded.</p> <p>3. Some manual cheques prepared by Kiwanis were not recorded at year end. This could lead to inaccurate information concerning cash resources or to unauthorized or unknown cash withdrawals.</p> | <p>Financial statements should be prepared regularly (at least quarterly) for review by the Board.</p> <p>Information received from Kiwanis should be reviewed for accuracy and reasonableness before being recorded.</p> <p style="padding-left: 40px;">e.g. the calculation of the amounts sent to the City for deposit should be reviewed and checked. Any questionable items or errors should be discussed and reviewed with Kiwanis.</p> <p>Ensure that all cheques are used in numerical sequence and that all cheques are recorded.</p> | <p>The Board of Directors will be receiving quarterly financial statements of operation for the period ended September 30, 1990 and thereafter.</p> <p>Variance analysis on all budgeted items will be adopted on and undertaken on a monthly basis.</p> <p>Recommendation accepted. All cheques will be used in numerical sequence and recorded appropriately.</p> |
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OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

20

**MUNICIPAL NON-PROFIT (HAMILTON)
HOUSING CORPORATION (continued)**

4. Term deposits relating to the last month's rent deposit were not reinvested at year end and thus were not earning interest. The proceeds from the term deposits were in the bank account managed by Kiwanis. This bank account earns little or no interest.

When a tenant leaves, he is entitled to his last month's rent deposit plus 6% interest per year compounded. If these deposits are not invested and earning interest, the Corporation may not be able to finance the last month's rent plus interest.

The last month's rent deposits should be invested in a separate bank account or term deposit to earn interest of at least 6% per annum. These funds should be segregated to ensure that there is an adequate balance to cover these deposits plus interest and that the money is not used for operations.

On January 1, 1990 Kiwanis transferred \$ 70,541 which represented the last month's rent deposits, to the City. These funds are shown separately on the Non-Profit Housing Book and have been invested and are earning interest at the highest current rate available.
5. Cheques issued by Kiwanis with only one signature were being cashed by the bank. This could lead to unauthorized payments.

Ensure that two signatures are present on all cheques.

Encourage the bank to return cheques with only one signature.

Control procedures at Kiwanis have been reviewed and changed to ensure cheques will be only released if two signatures are present, and the bank has been contacted. The bank has assured us that in the future only cheques with two signatures will be honoured.
6. Some invoices at Kiwanis were not stamped or authorized. This may lead to payment of unauthorized purchases or payments.

Ensure all invoices are authorized indicating receipt of goods or services and authorization of amounts.

Recommendation accepted. All invoices will be stamped and authorized.

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

21

MUNICIPAL NON-PROFIT (HAMILTON)
HOUSING CORPORATION (continued)

7. There are several units where no last month's rent deposit has been paid. This implies that the last month's rent will have to be recovered from the tenants when they leave. The last month's rent collected at the beginning of the term of rental ensures that the tenant does not leave without paying rent for the last month. Not collecting the last month's rent may lead to bad debts.
8. At year end, the due to/from the City of Hamilton did not agree to the City's records.
9. At December 31, 1989 rents receivable totalled \$ 38,804. Of this amount, approximately \$ 17,500 were older than 90 days. Kiwanis has been following up on these receivables. According to the Ministry of Housing, an allowance for doubtful accounts cannot be set up because the payments by the Ministry are based on actual amounts. Thus, the old receivables will sit on the books until they are written off.
- Ensure that the last month's rent is collected at the beginning of the rental period for all new tenants. For current tenants who have not paid their last month's rent, there should be a follow-up done and the money collected before the tenant moves out.
- The interfund balances should be reconciled regularly (monthly) and any discrepancies followed up and corrected on a timely basis.
- That on a regular basis (quarterly, monthly) the Board of Directors and City staff for the corporation be made aware of all old rents receivable. The Board should follow up the actions being taken by Kiwanis and/or the City and recommend any uncollectible accounts for write-off.
- The units that do not have last month's rent deposits are the rent-geared-to-income units. According to O.H.C. policy, these units are not required to present the last month's rent deposit.
- Recommendation accepted. Interfund accounts are presently being reconciled on a monthly basis.
- A review of this observation indicated that accounts are written-off when a tenant leaves the project. Kiwanis staff together with their solicitors have developed a comprehensive collection process to deal with overdue accounts.

7(c)

FOR ACTION

REPORT: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1991 January 14
COMM FILE:
DEPT FILE: 10ST-TX00

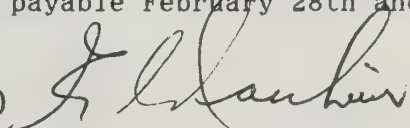
SUBJECT: Realty and Business Tax Prelevy Mill Rates for 1991

RECOMMENDATION:

That the prelevy residential and non-residential mill rates for 1991 be established at figures slightly below 50% of the 1990 respective mill rates as follows:

- 1) (a) That a real property tax prelevy mill rate of 182 mills be established for 1991 to be billed in two instalments of 91.0 mills each, payable February 28th and March 28, 1991. This prelevy rate represents 49.886% of the 1990 residential mill rate.
- (b) That a business tax prelevy mill rate of 214 mills established for 1991 to be billed in one instalment, payable February 28, 1991. This prelevy rate represents 49.859% of the 1990 non-residential mill rate.
- 2) That a non-metered water and sewer surcharge prelevy, be established on behalf of the Regional Municipality of Hamilton-Wentworth, based on approximately 50% of the 1990 charge, to be billed in two equal instalments, payable February 28th and March 28, 1991.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)



To enable the City to bill a prelevy of approximately \$200,000,000.00 in realty and business taxes.

BACKGROUND:

For more than twenty years, the Corporation has collected two instalments of real property taxes prior to approval of the annual estimates by City Council. In 1974, the Corporation authorized the collection of an instalment of business tax prior to the approval of the annual estimates for 1974.

BACKGROUND - Cont'd

These instalments of taxes, known as the prelevy, are restricted by the Municipal Act to 50% of the prior year's residential and non-residential public school mill rates and business taxes, respectively.

I have indicated herein the prelevy mill rates for the years 1981 to 1990 inclusive, and the recommended rates for the year 1991.

(a) Realty Taxes

<u>Year</u> (1)	<u>Prelevy Mill Rate</u> (2)	<u>Prior Year's Residential Public School Mill Rate</u> (3)	<u>% of Prelevy Rate of Prior Year's Rate</u> (4)
1981	85.0	171.8638	49.458
1982	93.0	187.3379	49.643
1983	102.0	205.4674	49.643
1984	108.0	217.5770	49.638
1985	114.0	229.0207	49.777
1986	121.0	243.6926	49.653
1987	127.0	254.5864	49.885
1988	140.0	281.6820	49.701
1989	149.0	299.2330	49.794
1990	162.0	324.0754	49.988
Recommended for 1991	182.0	364.8300	49.866

(b) Business Taxes

<u>Year</u> (1)	<u>Prelevy Mill Rate</u> (2)	<u>Prior Year's Non-Residential Public School Mill Rate</u> (3)	<u>% of Prelevy Rate of Prior Year's Rate</u> (4)
1981	101.0	202.1927	49.952
1982	110.0	220.3975	49.910
1983	120.0	241.7264	49.643
1984	127.0	255.9730	49.615
1985	134.0	269.4360	49.734
1986	143.0	286.6973	49.878
1987	149.0	299.5135	49.747
1988	165.0	331.3906	49.790
1989	176.0	352.0389	49.994
1990	190.0	381.2652	49.834
Recommended for 1991	214.0	429.2117	49.859

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty \$ Interest (4)	Prior Years Arrears (5)	Current Years Penalty \$ Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
43	01 01050 6230 0020 891 1 17	60334 Ontario Ltd PJ's Scoreboard Food Emporium 85 Queen St N	64.56	353.58	.00	.00	418.14	Corporation Out of Business - No Assets
44	01 01060 1960 0020 861 5 05	Rim, Song Yeub Tae Kwon-Do 295 York Blvd	39.36	65.70	.00	.00	105.06	Out of Business - Unable To Locate Owner
44	01 01060 1960 0021 861 5 05	Rim, Song Yeub Tae Kwon-Do 295 York Blvd	15.12	19.24	.00	.00	34.36	Out of Business - Unable To Locate Owner
45	01 01060 2900 0040 861 5 10	Patel, Heman 430 York Blvd	162.87	213.21	.00	.00	376.08	Out of Business - Unable To Locate Owner

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
27	01 00940 2330 0035 871 4 01	Fletcher, Ray W R Associates 361 Jackson St W RM205	22.14	32.95	.00	.00	55.09	Corporation Out of Business - No Assets
27	01 00940 2330 0070 861 4	Fletcher, Ray W R Associates 361 Jackson St W	36.85	44.28	.00	.00	81.13	Corporation Out of Business - No Assets
27	01 00940 0233 0070 861 5	Fletcher, Ray W R Associates 361 Jackson St W	61.51	86.86	.00	.00	148.37	Corporation Out of Business - No Assets
28	01 00940 2330 0045 891 2	Asotina Construction T/A Rentco Enterprises 361 Jackson St W 2nd RR	52.16	128.50	.00	.00	180.66	Corporation Out of Business - No Assets
28	01 00940 0233 0045 891 3	Asotina Construction 361 Jackson St W 2nd RR	66.97	120.96	.00	.00	187.93	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
21	01 00560 0280 0320 871 3 17	571469 Ontario Ltd National Video 875 Main St West	36.16	90.50	.00	.00	126.66	Corporation Out of Business - No Assets
23	01 00915 2590 0180 892 1 05	Signs & Shapes Ltd T/A Tilts Video 318 Dundurn St S	3.52	25.59	.00	.00	29.11	Corporation Out of Business - No Assets
25	01 00920 4620 0020 861 4 17	Cha Dong Vol T/A 1st Choice Variety 258 Locke St S	46.28	70.85	.00	.00	117.13	Out of Business - Unable To Locate Owner
26	01 00925 7330 0080 871 4	Mark Insulation Inc 7 Stacey St	21.45	31.45	.00	.00	52.90	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

<u>Item Number (1)</u>	<u>Business Serial Number (2)</u>	<u>Name and Business Address (3)</u>	<u>Prior Years Penalty & Interest (4)</u>	<u>Prior Years Arrears (5)</u>	<u>Current Years Penalty & Interest (6)</u>	<u>Current Years Arrears (7)</u>	<u>Taxes Outstanding (8)</u>	<u>Remarks (9)</u>
18	01 00550 0422 0061 881 3 17	684646 Ontario Ltd c/o 2065 Dundas St E Mississauga, Ontario	10.54	24.66	.00	.00	35.20	Too Small For Litigation
19	01 00560 0070 4720 881 2 17	Manji, Sadru This & That Variety 1001 Main St West	80.78	239.39	.00	.00	320.17	Out of Business - Unable To Locate Owner
18	01 00560 0070 4720 881 3 17	Manji, Sadru This & That Variety 1001 Main St West	1.25	4.23	.00	.00	5.48	Out of Business - Unable To Locate Owner
20	01 00560 0070 4720 901 2 09	Mashh, Arus Noizadan, Bahran This & That Variety 1001 Main St West	36.00	119.69	.00	.00	155.69	Out of Business - Unable To Locate Owner

City of Hamilton
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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
14	01 00550 0235 0070 891 2 17	Budget Micro Hamilton 891 King St West	27.50	96.84	.00	.00	124.34	Corporation Out of Business - No Assets
14	01 00550 0247 0040 891 2 17	Budget Micro Hamilton 891 King St West	58.30	211.81	.00	.00	270.11	Corporation Out of Business - No Assets
15	01 00550 0350 0041 871 3 17	Therlaunt Guy Roy Westdale Bakery and Cafe 938 King St West	13.65	27.78	.00	.00	41.43	Corporation Out of Business - No Assets
16	01 00550 0380 0020 899 1 10	Ruth, David L Ruth's House of Attire 992 King St West	12.58	59.37	.00	.00	71.95	Corporation Out of Business - Not Assets
17	01 00550 0413 0060 861 4	Allan, Robert F J J's Place 1032 King St West	132.55	192.51	.00	.00	325.06	Out of Business - Unable To Locate Owner

City of Hamilton
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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
11	01 00550 2200 0071 901 1 03	Marie Titian Health Studios Inc. T/A Marles Future Fitness 985 King St. West	6.72	33.55	.00	.00	40.27	Corporation Out of Business - Not Assets
12	01 00550 2200 0076 811 5	Balfour Canada Company Limited 985 King St W. Ste 104	29.76	49.53	.00	.00	79.29	Corporation Out of Business - No Assets
12	01 00550 2200 0076 871 5	Balfour Canada Company Limited 985 King St W. Ste 104	24.12	28.67	.00	.00	52.79	Corporation Out of Business - No Assets
13	01 00550 2350 0040 861 4 17	Cardinal Investigating c/o 265 Amberly Blvd Ancaster, Ontario	53.53	80.87	.00	.00	134.40	Corporation Out of Business - No Assets

City of Hamilton
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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
8	01 00410 0198 0040 901 2	Wynn Raymond Anytime Renovations 49 Hillview St	13.64	35.20	.00	.00	48.84	Too Small For Litigation
10	01 00430 0526 0020 891 2	Singh Puran Singh Nandranle Persan Austin's Grocery 296 Graham	193.13	477.01	.00	.00	670.14	Out of Business - Unable To Locate Owner
11	01 00550 0220 0070 901 1 17	Marie Titian Health Studios Inc. T/A Marles Future Fitness 985 King St. West	21.66	288.69	.00	.00	310.35	Corporation Out of Business - No Assets

City of Hamilton
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
5	01 00210 0400 0040 861 4	Stegmaler Gerhard B. North West Electric 209 Iona Ave	20.35	29.95	.00	.00	50.30	Corporation Out of Business - No Assets
6	01 00210 0798 0040 891 1	456965 Ontario Ltd Royal Palace Restaurant 100 King St West	20.16	.00	.00	.00	20.16	Corporation Out of Business - No Assets
6	01 00310 0280 0020 891 1 17	456965 Ontario Ltd Royal Palace Restaurant 100 King St West	28.77	328.67	.00	.00	357.44	Corporation Out of Business - No Assets
7	01 00310 0280 0020 901 1	La-Giglia David Ontario Renovation 1564 Main St West	136.57	535.67	.00	.00	672.24	Out of Business - Unable To Locate Owner
7	01 00310 0280 0020 901 2	La-Giglia David Ontario Renovation	1.16	3.33	.00	.00	4.49	Out of Business - Unable To Locate Owner 564 Main St West

City of Hamilton
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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years & Penalty Interest (4)	Prior Years Arrears (5)	Current Years & Penalty Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
3	01 00130 0340 0200 891 1 17	Cowans Rental Sales & Service Div Of D A Wilson Enterprises Inc 1811 Wilson St West	44.10	234.84	.00	.00	278.94	Corporation Out of Business - No Assets
3	01 00130 0340 0200 891 1 17	Cowans Rental Sales & Service Division of D A Wilson Enterprises 1811 Wilson St West	11.55	61.43	.00	.00	72.98	Corporation Out of Business - No Assets
3	01 00130 0340 0020 891 2	Cowans Rental Sales & Service Division of D A Wilson Enterprises 1811 Wilson St West	14.49	50.02	.00	.00	64.51	Corporation Out of Business - No Assets
4	01 00130 4500 0291 881 2 17	741682 Ontario Ltd Money Masters 1685 Main St W Ste 203A	25.92	64.95	.00	.00	90.87	Corporation Out of Business - No Assets

FOR ACTION

7(e)

PRIVATE & CONFIDENTIAL

REPORT TO: Mr. J. D. Thompson
Secretary, Finance and
Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1991 January 17
COMM FILE:
DEPT FILE: 10ST-TX20

SUBJECT: WRITE-OFF OF OUTSTANDING BUSINESS TAXES

RECOMMENDATION:

That outstanding business taxes in the amount of \$184,993.65 be written-off in accordance with Section 495 of the Municipal Act, R.S.O., 1980, and charged to Account CH15401-00001, Tax Write-Offs.


Treasurer

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See above recommendation

BACKGROUND:

Attached is a schedule outlining business tax accounts which are, in my opinion, uncollectible.

This schedule is summarized as follows:

.....2

BACKGROUND - Cont'd

Accordingly, it is recommended that prelevy rates be established in 1991 at, or near, the 50% maximum of the 1990 rates, as provided by Legislation.

As established in 1976, the City will again prelevy non-metered water and sewer surcharge on behalf of the Region. This prelevy will be approximately 50% of the 1990 charge, divided into two equal instalments, payable February 28th and March 28, 1991.

ECM/eea

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
46	02 01210 2880 0010 891 2 01	Skuja, Robert Howarth, Steve Champagne Studios 33 Hess St South	67.60	207.71	.00	.00	275.31	Out of Business - Unable To Locate Owner
47	02 01220 0500 0515 861 4	Parr's Sausage House RR #2 Caledonia, Ontario	321.50	467.98	.00	.00	789.73	Corporation Out of Business - No Assets
47	02 01220 0050 0515 901 1 17	Parr Sausage House The Sausage House 2 King St West	33.63	896.40	.00	.00	930.03	Corporation Out of Business - No Assets
47	02 01220 0050 0515 901 2 01	Parr Sausage House The Sausage House 2 King St W	368.48	1052.60	.00	.00	1421.08	Corporation Out of Business - No Assets

City of Hamilton
Treasury

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47	04 03150 0310 5280 892 4 17	Parr Sausage House T/A The Sausage House The Centre Mall 1227 Barton St E	126.90	564.27	.00	.00	691.17	Corporation Out of Business - No Assets
47	07 06520 0601 2885 901 1 17	Parr Sausage House T/A The Sausage House 999 Upper Wentworth U302	36.30	968.32	.00	.00	1004.62	Corporation Out of Business - No Assets
47	07 06520 0601 2885 901 2 01	Parr Sausage House T/A The Sausage House 999 Upper Wentworth	249.34	1137.09	.00	.00	1386.43	Corporation Out of Business - No Assets
47	07 06520 6010 2886 901 1 17	Parr Sausage House T/A The Sausage House 999 Upper Wentworth	12.54	334.24	.00	.00	346.78	Corporation Out of Business - No Assets
47	07 06520 6010 2886 901 2 01	Parr Sausage House T/A The Sausage House 999 Upper Wentworth	117.84	392.52	.00	.00	510.36	Corporation Out of Business - No Assets

City of Hamilton
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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
47	08 08910 0700 0500 891 1	Parr Sausage House The Sausage House 665 Upper James St U24	3.42	91.32	.00	.00	94.74	Corporation Out of Business - No Assets
47	08 08910 0700 0500 901 1 17	Parr Sausage House The Sausage House 665 Upper James U24	37.52	107.37	.00	.00	144.89	Corporation Out of Business - No Assets
47	08 08910 0700 0501 901 2 01	Parr Sausage House The Sausage House 665 Upper James St U24	1.14	30.32	.00	.00	31.46	Corporation Out of Business - No Assets
47	08 08910 0700 0501 901 1 17	Parr Sausage House The Sausage House 665 Upper James St U24	12.32	35.20	.00	.00	47.52	Corporation Out of Business - No Assets
48	02 01220 0500 0610 871 3 17	Puri, Prem India Fashions Unisex 2 King St West	7.28	20.49	.00	.00	27.77	Out of Business - Unable To Locate Owner

City of Hamilton
Treasury

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
49	02 012200 0500 0610 901 1	Rawana, Padmalini T/A Anne E 2 King St West	94.32	231.90	.00	.00	326.22	Corporation Out of Business - No Assets
50	02 01220 0500 0780 901 1	Southern Fashions T/A Ultimate Look 2 King St W Ste 903	296.28	1316.77	.00	.00	1613.05	Corporation Out of Business - No Assets
51	02 01220 0300 0115 892 1 17	635689 Ontario Ltd Kachi 2 King St W U 7	538.60	4308.68	.00	.00	4847.28	Corporation Out of Business - No Assets
52	02 01220 0217 0040 891 2 08	Miller, Jean Ross, Fraser Trees & Bees & Things 258 King St W	32.40	108.29	.00	.00	140.69	Out of Business - Unable To Locate Owner

City of Hamilton
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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
53	02 01235 8000 0020 853 5 08	517693 Ontario Ltd Arena Variety 58 Cannon St West	77.47	101.50	.00	.00	178.97	Corporation Out of Business - No Assets
54	02 01235 8000 0020 871 3 17	Thehung, Nguyen 58 Cannon St West	61.38	148.85	.00	.00	210.23	Out of Business - Unable To Locate Owner
55	02 01240 0100 0300 861 4	Atlas Franchising 32 James St S Rm 301	999.40	1416.70	.00	.00	2416.10	Corporation Out of Business - No Assets
55	02 01240 0100 0300 861 5	Atlas Franchising 32 James St S Rm 301	1159.41	1356.08	.00	.00	2515.49	Corporation Out of Business - No Assets
55	02 01240 0100 0300 861 6 01	Atlas Franchising 32 James St S Rm 301	1162.89	1274.44	.00	.00	2437.33	Corporation Out of Business - No Assets
55	02 01240 0100 0360 871 4	Atlas Franchising 32 James St S Rm 301	665.34	943.47	.00	.00	1608.81	Corporation Out of Business - No Assets

City of Hamilton
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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
55	02 01240 0100 0360 871 5	Atlas Franchising 32 James St S RM 301	774.53	848.73	.00	.00	1623.26	Corporation Out of Business - No Assets
55	02 01240 0100 0360 871 5	Atlas Franchising 32 James St S RM 301	772.27	903.10	.00	.00	1675.37	Corporation Out of Business - No Assets
56	02 01255 2680 0020 861 4 17	DI Liberto, Calogera 166 Bay St N	36.92	56.91	.00	.00	93.83	Too Small For Litigation
57	02 01265 6900 0020 901 2 07	Team Soccer 86 Corp 333 James N	22.36	68.68	.00	.00	91.04	Corporation Out of Business - No Assets
58	02 01265 6900 0020 901 1	Panopoulos, Mike Jamesville Cafe 337 James St N	107.83	423.20	.00	.00	531.03	Corporation Out of Business - No Assets
58	02 01265 6900 0020 901 2 03	Panopoulos, Mike Jamesville Cafe 337 James St N	113.68	324.56	.00	.00	438.24	Corporation Out of Business - No Assets

City of Hamilton
Treasury

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59	02 01305 0640 0020 862 4 17	Hough, Patrick Hough, Josephine David's Hairdressing 11 Charlton Ave W	44.16	73.35	.00	.00	117.51	Out of Business - Unable To Locate Owner
59	02 01305 0640 0020 862 5 12	Hough, Patrick Hough, Josephine David's Hairdressing 11 Charlton Ave W	24.84	36.89	.00	.00	61.73	Out of Business - Unable To Locate Owner
80	02 01310 0636 0010 891 1 17	Steinbok Enterprises Town Manor 8061 Kennedy Rod Unionville, Ontario	378.84	2525.29	.00	.00	2904.13	Out of Business - Unable To Locate Owner
61	02 01315 0580 0010 881 3	Dobrichan May Gundhild Academic Sportswear 218 Caroline St South	21.50	39.76	.00	.00	61.26	Too Small For Litigation

City of Hamilton
Treasury

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61	02 01315 0580 0010 881 3	Dobrichan, Gundhild Academic Sportswear 218 Caroline St South	24.75	35.94	.00	.00	60.69	Too Small For Litigation
62	02 01320 0820 0120 881 4	Smith, Harold Ward W Smith Amusement Mach 156 Robinson St	22.55	32.95	.00	.00	55.50	Too Small For Litigation
63	02 01325 1060 0510 891 2 03	Hamilton After Four Promotions Limited 1 Duke St Rm 305	23.70	63.28	.00	.00	86.98	Corporation Out of Business - No Assets
63	02 01325 1060 0520 891 2 03	Hamilton After Four Promotions Limited 1 Duke St Rm 305	23.70	63.28	.00	.00	86.98	Corporation Out of Business - No Assets
64	02 01390 5580 0240 901 1	704071 Ontario Inc. Jong Park Institute of Taw Kwon Do	104.09	2942.59	.00	.00	3046.68	Corporation Out of Business - No Assets

City of Hamilton
Treasury

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65	02 01390 5670 0030 871 3 17	D Harel Drugs Ltd James St Medical Pharm 206 James St South	71.78	154.83	.00	.00	226.61	Corporation Out of Business - No Assets
66	02 01420 0220 0010 891 1 17	429955 Ontario Ltd Pipp's Super Club 10 Young St	255.01	2914.38	.00	.00	3169.39	Corporation Out of Business - No Assets
67	02 01420 0430 0060 871 3	Gordon, Doreen Haarsma, John Model Company 187 Hughson St S	55.08	122.48	.00	.00	177.56	Out of Business - Unable To Locate Owner
67	02 01420 0430 0060 871 4	Gordon, Doreen Haarsma, John Model Company 187 Hughson St S	79.86	193.97	.00	.00	273.83	Out of Business - Unable To Locate Owner

City of Hamilton
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68	02 01420 0184 0060 871 3 01	Atlantic Submarine 212 John St S	66.50	139.94	.00	.00	206.44	Corporation Out of Business - No Assets
68	02 01420 1840 0061 871 3 01	Atlantic Submarine 212 John St S	33.06	69.95	.00	.00	103.01	Corporation Out of Business - No Assets
68	02 01430 0550 0020 861 4 17	448198 Ontario Ltd Guardian Drugs 225 John St S	57.20	87.70	.00	.00	144.90	Corporation Out of Business - No Assets
70	02 01430 0055 0150 861 4 17	Hanhan, Nazir c/o 21 Erie Ave	1753.92	2923.46	.00	.00	4677.38	Out of Business - Unable To Locate Owner
71	02 01445 2850 0020 831 8 01	Inrig, Donald G 132 Jackson St E	143.46	117.24	.00	.00	260.70	Statute Barred
72	02 01445 2850 0030 861 4 17	Marshall Investigation Protection Services L 132 Jackson St E	19.00	30.01	.00	.00	49.01	Corporation Out of Business - No Assets

City of Hamilton
Treasury

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

<u>Item Number</u> (1)	<u>Business Serial Number</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years & Penalty Interest</u> (4)	<u>Prior Years Arrears</u> (5)	<u>Current Years & Penalty Interest</u> (6)	<u>Current Years Arrears</u> (7)	<u>Taxes Outstanding</u> (8)	<u>Remarks</u> (9)
73	02 01445 3030 0020 871 3 17	Glazier, John 154 Jackson St E	45.87	110.93	.00	.00	156.80	Out of Business - Unable To Locate Owner
74	02 01445 6030 0020 871 3 17	Petrovich, Keith Barrich, Robert Eminence Front Cafe 97 John St S	53.44	133.50	.00	.00	186.94	Out of Business - Unable To Locate Owner
75	02 01445 6030 0020 891 2 07	Hun, Zork 97 John St S	86.58	266.36	.00	.00	352.94	Out of Business - Unable To Locate Owner
77	02 01445 9360 0140	The L Group Ont 46 Spadina 2nd Flr Toronto, Ontario	1108.61	29161.64	.00	.00	4025.25	Corporation Out of Business - No Assets

City of Hamilton
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77	02 01445 9360 0140 881 2 17	The L Group Ont Ltd 96 Main St E Unit 7	1275.54	2429.65	.00	.00	3705.19	Corporation Out of Business - No Assets
78	02 01450 0100 0020 891 2	A S A P Computer Product Ltd 100 Main St E	20.16	57.96	.00	.00	78.12	Corporation Out of Business - No Assets
79	02 01450 1000 0175 891 1 17	Kiriakopolous, Patricia Kiriakopolous, Christophe Century 21 Restaurant 100 Main St E	41.21	253.51	.00	.00	294.72	Out of Business - Unable To Locate Owner
79	02 01450 1000 0175 891 2	Kiriakopolous, Patricia Kiriakopolous, Christophe Century 21 Restaurant 100 Main St E	2.70	7.61	.00	.00	10.31	Out of Business - Unable To Locate Owner
80	02 01510 0220 0055 891 1 17	Paralegal Advocates Inc 149 Main St E Ste 102	9.90	79.25	.00	.00	89.15	Too Small For Litigation

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
81	02 01510 3400 0060 881 3 10	First Choice Tanning Solarium Gymnasium 64 King St E	20.88	46.36	.00	.00	67.24	Too Small For Litigation
81	02 01515 0340 0060 881 3 99	First Choice Tanning Solarium Gymnasium 64 King St E	5.40	11.86	.00	.00	17.26	Too Small For Litigation
82	02 01515 0430 0030 891 2 17	Decicco, Carla Finishing Touches by Car 94 King St E Pt Basem	20.64	103.18	.00	.00	123.82	Out of Business - Unable To Locate Owner
82	02 01515 0430 0035 891 2 17	Decicco, Carla Finishing Touches by Car 94 King St E Pt Basem	13.76	69.04	.00	.00	82.80	Out of Business - Unable To Locate Owner
85	02 01515 0430 0870 821 8 17	Mr Sweep Inc 112 King St E	224.26	185.07	.00	.00	409.33	Statute Barred

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
88	02 01520 0010 1205 901 1	Atlas Driving School 105 Main St E Ste 1405	136.98	537.59	.00	.00	674.57	Corporation Out of Business - No Assets
88	02 01520 0010 1205 901 2	Atlas Driving School 105 Main St E Ste 1405	200.93	496.93	.00	.00	687.31	Corporation Out of Business - No Assets
88	02 01520 0010 1205 901 3	Atlas Driving School 105 Main St E Ste 1405	259.01	467.26	.00	.00	726.27	Corporation Out of Business - No Assets
88	02 01520 0010 1205 901 4 04	Atlas Driving School 105 Main St E Ste 1405	195.02	318.19	.00	.00	513.21	Corporation Out of Business - No Assets
89	02 01525 1080 0020 813 1	730519 Ontario Inc 161 King St E	118.44	263.44	.00	.00	381.88	Corporation Out of Business - No Assets
91	02 01525 2170 0020 901 1 17	S J B Investments Inc Panzarotto and Plaza 3 King St E	178.71	4765.71	.00	.00	4944.42	Corporation Out of Business - No Assets

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years & Penalty Interest (4)	Prior Years Arrears (5)	Current Years & Penalty Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
92	02 01530 0040 0020 891 1 17	775613 Ontario Ltd Two Beards Carpet and Decorating 919 Upper Paradise	15.82	90.44	.00	.00	106.26	Corporation Out of Business - No Assets
92	02 01530 0040 0020 891 2 10	775613 Ontario Ltd Two Beards Carpet and Decorating 150 James St N	.46	1.44	.00	.00	1.90	Corporation Out of Business - No Assets
93	02 01530 0040 0040 891 2 17	Home Sofa Shoppe Ltd 124 James St N	145.08	645.08	.00	.00	790.16	Corporation Out of Business - No Assets
94	02 01530 0880 0940 891 2 17	Gurdial Singh Fijl 42 James St N R322	13.88	55.98	.00	.00	69.86	Too Small For Litigation
94	02 01530 0880 0940 891 3 01	Gurdial Singh Fijl 42 James St N R 322	.46	1.33	.00	.00	1.79	Too Small For Litigation

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
95	02 01530 0880 1360 881 2	Rector, Dannelle 42 James St N Rm 430	47.64	117.93	.00	.00	165.57	Out of Business - Unable To Locate Owner
95	02 01530 0880 1360 881 3 09	Rector, Dannelle 42 James St N Rm 430	17.02	36.56	.00	.00	53.58	Out of Business - Unable To Locate Owner
96	02 01535 1120 0075 891 2 17	Coruzzi, Heather The Red Ballroom 43 King William St	12.41	58.37	.00	.00	70.78	Out of Business - Unable To Locate Owner
97	02 01535 1120 0115 871 4 09	J and S Shopping Spree Up 43 King William R206	24.01	39.54	.00	.00	63.55	Corporation Out of Business - No Assets
98	02 01535 1120 0145 881 3 17	Conceptual Photo Art 152 South Service Rd Stoney Creek, Ontario	24.36	67.00	.00	.00	91.36	Corporation Out of Business - No Assets
98	02 01535 1120 0145 881 4 08	Conceptual Photo Art 44 Hughson St S 2nd R2	28.42	46.42	.00	.00	74.84	Corporation Out of Business - No Assets

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
99	02 01535 1120 0225 861 5 06	Bellamy, Donald Conway, Steve Rent-A-Way 43 King William Rm 30	67.41	85.72	.00	.00	153.13	Out of Business - Unable To Locate Owner
100	02 01535 7980 0020 861 4 17	Majic, Marica Advance Hair Design 29 John St N	120.12	184.12	.00	.00	304.80	Out of Business - Unable To Locate Owner
101	02 01535 8790 0030 861 5 04	563179 Ontario Ltd 61 Wilson St 1st B	172.28	233.71	.00	.00	405.99	Corporation Out of Business - No Assets
102	02 01535 9090 0020 891 2 17	Hansen, Thomasina 565 Mohawk Rd W	42.46	154.43	.00	.00	196.89	Out of Business - Unable To Locate Owner
103	02 01540 3720 0020 881 3 17	Panopoulos, Mike c/o Colonial Tavern 55 Mary St	679.17	1873.83	.00	.00	2553.00	Out of Business - Unable To Locate Owner

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
104	02 015403 7200 0020 891 2 07	Hooshang, Khakshoorian 524.68 Zarezadeglin Ani Colonial Tavern 55 Mary St	1614.71	.00	.00	2139.39	Out of Business - Unable To Locate Owner	
105	02 01540 7660 0040 901 1	Hamilton Academy of Marital Arts 103 John St N	98.05	385.08	.00	.00	483.13	Out of Business - Unable To Locate Owner
105	02 01540 7660 0040 901 2	Hamilton Academy of Marital Arts 103 John St N	.75	2.49	.00	.00	3.24	Out of Business - Unable To Locate Owner
106	02 01550 4970 0100 891 2 17	Lopes, Francisco Unique Bridal Center 288 James St N	23.63	111.07	.00	.00	134.70	Corporation Out of Business - No Assets

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
107	02 01610 6170 0040 891 3 17	Jim Travaile Erect A Shed 2 MacCauley St E	426.87	1101.87	.00	.00	1528.74	Out of Business - Unable To Locate Owner
109	02 01810 06400 0020 861 4 17	Genco Housewares Ltd Hardware Wholesalers 14 Ferguson Ave N	67.08	102.80	.00	.00	169.88	Corporation Out of Business - No Assets
110	02 01820 7370 0092 871 4 04	Lahar, Larry Superior Mini Barns 150 Cathcart st	104.41	157.96	.00	.00	262.37	Out of Business - Unable To Locate Owner
111	02 01830 7810 0100 861 3 17	Saliba, Afraam Wellington Place Variety 125 Wellington St N	73.29	206.98	.00	.00	280.27	Out of Business - Unable To Locate Owner
112	02 01920 0900 0080 891 1 17	Sax Al Als Place Restaurant 20 Hunter St E	4.10	32.66	.00	.00	36.76	Too Small For Litigation

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CATEGORY "B" - ACCOUNTS ASSIGNED TO
TO COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
113	03 02030 5830 0200 891 1 17	Dunker, Maria Face to Face 370 Main St E Rm 101A	8.84	50.78	.00	.00	59.62	Too Small For Litigation
114	03 02070 0758 0100 871 3	Kwak, Kye Hyun Cha, Dong Variety Store 224 Wentworth St s	122.98	228.90	.00	.00	351.88	Out of Business - Unable To Locate Owner
115	03 02115 0850 0020 891 3 01	Fincup Limited 608 King St E	288.23	623.02	.00	.00	911.25	Corporation Out of Business - No Assets
116	03 02115 3870 0020 871 4 01	Koffeman, Edward Hill, Robert Digital Data Systems 40 Wellington St N	33.84	57.39	.00	.00	91.23	Corporation Out of Business - No Assets

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
117	03 02120 0031 0020 871 3 17	Hadjilyiannakis, Andy Bolos Travel Service 631 King St E 1st	76.97	143.41	.00	.00	220.38	Corporation Out of Business - No Assets
118	03 02120 0430 0020 861 4	Celsius Travel (West) 599 King St E	123.66	183.12	.00	.00	306.78	Corporation Out of Business - No Assets
119	03 02120 1150 0260 901 1 02	815529 Ontario Inc Hamilton Meats 471 King St E	48.07	254.19	.00	.00	302.26	Corporation Out of Business - No Assets
119	03 02120 0115 0280 901 1 02	815529 Ontario Inc Hamilton Meats 471 King St E	49.59	440.49	.00	.00	490.08	Corporation Out of Business - No Assets
120	03 02140 6110 0060 871 2 17	Szajman, Barry Howard, John J Howard Distributors 16 Steven St 3rd Flr	214.99	365.71	.00	.00	580.70	Corporation Out of Business - No Assets

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

<u>Item Number</u> (1)	<u>Business Serial Number</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty \$ Interest</u> (4)	<u>Prior Years Arrears</u> (5)	<u>Current Years Penalty \$ Interest</u> (6)	<u>Current Years Arrears</u> (7)	<u>Taxes Outstanding</u> (8)	<u>Remarks</u> (9)
121	03 02150 0010 0020 881 2 17	Hilton, Len The Sign Dept 240 Barton St E	122.16	407.17	.00	.00	529.33	Out of Business - Unable To Locate Owner
121	03 02150 0031 0020 881 3 09	Hilton, Len The Sign Dept 240 Barton St E	119.39	273.09	.00	.00	392.48	Out of Business - Unable To Locate Owner
122	03 02150 0031 0022 851 5 17	Atlee, Roy 306 Barton St E	51.03	62.15	.00	.00	113.18	Indigent (hardship)
123	03 02150 1240 0040 901 1 17	Martin, Tony Ideal Paving P.O. Box 336 Stn B	50.64	337.42	.00	.00	388.06	Corporation Out of Business - No Assets
123	03 02150 1240 0040 901 2 05	Martin, Tony Ideal Paving 402 Barton St E	63.96	196.64	.00	.00	260.60	Corporation Out of Business - No Assets

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
123	03 02150 0127 0020 891 2 05	Martin, Tony Ideal Paving 402 Barton St E	36.14	111.09	.00	.00	147.23	Corporation Out of Business - No Assets
124	03 02150 0596 0020 891 2 03	Atkinson, Joana Ontario Talent Ass 363 Barton St E	186.00	495.94	.00	.00	681.94	Corporation Out of Business - No Assets
125	03 02150 6020 0020 881 2	Morrall, Robert Bob's Meatland 359 Barton St E	17.63	48.99	.00	.00	66.62	Corporation Out of Business - No Assets
125	03 02150 6020 0020 891 2 01	Morrall, Robert Bob's Meatland 359 Barton St E	115.50	308.03	.00	.00	423.53	Corporation Out of Business - No Assets
126	03 02150 6026 0020 861 5	Yakubowski, Diana Davidson, Wayne Diana's Ceramics 333 Barton St E	77.22	93.41	.00	.00	170.63	Out of Business - Unable To Locate Owner

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
127	03 02150 6300 0020 891 2 02	D'Souza, Troy Lord Barton Fish & Chips 323 Barton St E	177.00	472.32	.00	.00	649.32	Out of Business - Unable To Locate Owner
128	03 02190 0100 0073 881 2	Antonakos, Jim Straw Hat Pizza Pal 499 King St E	1188.00	3959.72	.00	.00	5147.72	Corporation Out of Business - No Assets
129	03 02230 0220 0060 871 3 17	Samir, Anz Golden Touch Collision c/o Mr Solomon, Account 1 Glenferri Ave	54.39	117.73	.00	.00	172.12	Out of Business - Unable To Locate Owner
129	03 02230 0220 0080 861 4 17	Samir, Anz Golden Touch Collision 395 Wentworth St N	142.78	202.17	.00	.00	344.95	Out of Business - Unable To Locate Owner

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
130	03 02310 0280 0040 872 3 17	Sferrazza, Angelo Main-Sherman Shoe Rpr 669 Main St E	33.90	90.63	.00	.00	124.53	Out of Business - Unable To Locate Owner
132	03 02315 1560 0010 871 3 17	Hoffman, David Hoffman, Solomon Max Hoffman Estate 22 Fairholt Rd N	31.02	74.98	.00	.00	106.00	Out of Business - Unable To Locate Owner

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
132	03 02350 0430 0010 871 3 17	Hoffman, David Hoffman, Solomon c/o David Hoffman Exec 22 Fairholt Rd N	19.80	47.63	.00	.00	67.43	Out of Business - Unable To Locate Owner
133	03 02351 0000 0060 891 1 01	Tosic, Mary Caskie, Linda Lme Ceramics 890-892 King St E	140.22	623.37	.00	.00	763.59	Out of Business - Unable To Locate Owner
133	03 02351 0000 0060 901 1 11	Tosic, Mary Caskie, Linda Lme Ceramics 890-892 King St E	20.40	96.19	.00	.00	116.59	Out of Business - Unable To Locate Owner
134	03 02340 2980 0060 871 4 17	Surplus/Surplus Head Office 141 Park St N	170.56	332.40	.00	.00	502.96	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
135	03 02360 7560 0030 891 1 17	Barbano, John Sherman Tile & Carpet 167 Sherman Ave n	30.40	243.32	.00	.00	273.72	Corporation Out of Business - No Assets
135	03 02360 7560 0030 891 2 01	Barbano, John Sherman Tile & Carpet 167 Sherman Ave N	9.57	26.53	.00	.00	36.10	Corporation Out of Business - No Assets
136	03 02360 8040 0020 821 8	Vitoria, Frank Vitoria, Elisa Alweather Janitor Ser 207 Sherman Ave N	181.98	136.57	.00	.00	318.55	Corporation Out of Business - No Assets
137	03 02365 7890 0020 871 4 09	Cameron, Don Madison Ave Auto Ser 25 Madison Ave	118.09	192.70	.00	.00	310.79	Out of Business - Unable To Locate Owner

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

<u>Item Number</u> (1)	<u>Business Serial Number</u> (2)	<u>Name and Business Address</u> (3)	<u>Prior Years Penalty Interest</u> (4)	<u>Prior Years Arrears</u> (5)	<u>Current Years Penalty Interest</u> (6)	<u>Current Years Arrears</u> (7)	<u>Taxes Outstanding</u> (8)	<u>Remarks</u> (9)
138	03 02370 0280 0060 881 2 17	Little, John John Little Auto Ser 26 Bristol St	23.80	68.39	.00	.00	82.19	Out of Business - Unable To Locate Owner
139	03 02375 0100 0020 901 1	Hilger, Male Ways To Wisdom 470 Barton St E 1st	61.17	240.20	.00	.00	301.37	Indigent (Hardship)
140	03 02375 1390 0060 881 3	Jeffrey, Valerie Royal Crown Printing 628 Barton St E	183.60	331.39	.00	.00	514.99	Out of Business - Unable To Locate Owner
140	03 02375 1390 0060 881 4 01	Jeffrey, Valerie Royal Crown Printing 628 Barton St E	190.74	289.51	.00	.00	490.25	Out of Business - Unable To Locate Owner
141	03 02375 5310 0080 891 2 17	Giannini, John The Cotton Club 667 Barton St E	18.40	92.31	.00	.00	110.71	Indigent (Hardship)

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
142	03 02375 6540 0020 891 1 17	Papp, Art A P Electronics 537 Barton St E	16.00	127.69	.00	.00	143.69	Corporation Out of Business - No Assets
142	03 02375 6540 0020 891 2 03	Papp, Art A P Electronics 537 Barton St E	2.31	8.61	.00	.00	10.92	Corporation Out of Business - No Assets
143	03 02450 5970 0030 891 2 04	Attridge, Denise The Ark Aquarium & Pet Centre 646 Main St E	410.54	1263.04	.00	.00	1673.58	Out of Business - Unable To Locate Owner
144	03 02450 6540 0080 871 5 17	Bloesz, Guther Draftsman 718 Main St E	63.63	74.54	.00	.00	138.17	Out of Business - Unable To Locate Owner
145	03 02510 1720 0020 891 1 17	Richard, Edward Erin Signs 405 Cumberland Ave	13.12	80.41	.00	.00	93.53	Out of Business - Unable To Locate Owner

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
145	03 02510 1720 0020 891 2 03	Richard, Edward Erin Signs 405 Cumberland Ave	75.60	251.65	.00	.00	327.25	Out of Business - Unable To Locate Owner
146	03 02540 0495 0120 871 3 17	Marks, Michael MSM Marketing 848 Main St E R110	134.56	371.19	.00	.00	505.75	Out of Business - Unable To Locate Owner
147	03 02540 5130 0020 881 2 17	Jones, Richard Apple Auto Glass 888 Main St E	105.44	401.93	.00	.00	507.37	Corporation Out of Business - No Assets
148	03 02615 4420 0020 881 2 17	Erwin, Flowella Addie Erwin Lodging House 85 Dunsmore Rd	236.86	623.11	.00	.00	859.97	Out of Business - Unable To Locate Owner

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
149	03 02635 0700 0020 881 2 17	Deskes, John Deskes, Angela Spadina Sub Shack 1000 King St E	38.50	123.54	.00	.00	162.04	Out of Business - Unable To Locate Owner
150	03 02655 0640 0020 881 2 17	Christou, Andreas Gangsters Restaurant 776 Barton St E	66.66	242.12	.00	.00	308.78	Out of Business - Unable To Locate Owner
151	03 02651 6700 0020 891 2 07	Small Motors Inc. 761 Barton St E	36.48	121.23	.00	.00	157.71	Corporation Out of Business - No Assets
152	03 02655 3510 0020 881 2 17	Dickie Dee Inc. 20 Lloyd St U1	25.50	120.08	.00	.00	145.58	Corporation Out of Business - No Assets
153	04 02810 0064 0020 861 4 17	Simpson, Kenneth Delta Fashion & Gifts 1099 Main St E	219.53	311.49	.00	.00	531.02	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
155	04 02850 0070 0040 882 2 03	Olekusik, George T/A Royal Rare Coins & Stamps 189 Ottawa St N	30.72	102.75	.00	.00	133.47	Corporation Out of Business - No Assets
156	04 02860 0370 0020 871 4 17	C N M A The Canada National Martial Arts In 942 Barton St E	48.72	92.83	.00	.00	141.55	Corporation Out of Business - No Assets
157	04 02860 1300 0090 891 2 04	Khalid, Abdul T/A Dad's Groceries 1072 Barton St E	27.82	85.69	.00	.00	113.78	Out of Business - Unable To Locate Owner
157	04 02860 1300 0100 891 1	Khalid, Abdul T/A Dad's Groceries 1072 Barton St E	31.61	123.91	.00	.00	155.52	Out of Business - Unable To Locate Owner
157	04 02860 1300 0100 891 2 04	Khalid, Abdul T/A Dad's Groceries 1072 Barton St E	27.82	85.96	.00	.00	113.78	Out of Business - Unable To Locate Owner

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
158	04 02860 1620 0100 861 4 17	Barton Art & Gift c/o Olga Jovanovich 1063 Barton St E	61.44	102.04	.00	.00	163.48	Out of Business - Unable To Locate Owner
159	04 02875 3080 0020 881 3	Craig, Thomas William T/A Tom's Auto Repr 221 Beach Rd	378.31	682.66	.00	.00	1060.97	Out of Business - Unable To Locate Owner
160	04 03050 0580 0020 881 3 17	Collantino, Thomas Auto Car Sales 1334 Main St E	111.51	330.50	.00	.00	442.01	Out of Business - Unable To Locate Owner
161	04 03110 0100 0040 871 3	Pyramid Vidoe Advertising Network PO Box 3797 Stn C	173.41	313.10	.00	.00	486.57	Corporation Out of Business - No Assets
162	04 03110 0190 0020 861 4 17	Krndija, Mike Krndija, Jelica T/A Tux Billiards 146 Ottawa St N	65.00	99.74	.00	.00	164.74	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
164	04 03120 0166 0040 881 3 17	Howard, Jeanette Jeanette Hair Design 1402 Cannon St E	21.75	60.12	.00	.00	81.87	Corporation Out of Business - No Assets
165	04 03125 7220 0020 881 2 17	Peter Melnyk Ltd T/A Gladstone Tavern 1385 Main St E	227.26	826.28	.00	.00	1053.54	Corporation Out of Business - No Assets
166	04 03125 7520 0040 891 1	Excalibur Paralegal 1351 Main St E	65.65	257.35	.00	.00	323.00	Corporation Out of Business - No Assets
166	04 03125 7520 0010 891 2 10	Excalibur Paralegal 1351 Main St E	13.44	44.69	.00	.00	58.13	Corporation Out of Business - No Assets
167	04 03125 7580 0010 871 3 17	Butler, Leslie Charles T/A Leslie's Hair Unisex Hairstyling 1345 Main St E	112.35	257.03	.00	.00	369.38	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty \$ Interest (4)	Prior Years Arrears	Current Years Penalty \$ Interest	Current Years Arrears	Taxes Outstanding	Remarks
167	04 03135 5016 0020 861 4	Butler, Leslie T/A Leslie's Unisex Hairstyling 10 Edinburgh Ave	119.90	174.51	.00	.00	294.41	Out of Business - Unable To Locate Owner
168	04 03150 0160 0020 861 2 17	Price, Borden R Price, Sharon A T/A Phoenix Birdsnest 318 Ottawa St N	135.32	636.45	.00	.00	771.77	Out of Business - Unable To Locate Owner
170	04 03145 8040 0020 891 1 17	Country Star Donuts 1142 Barton St E	88.90	711.53	.00	.00	800.43	Corporation Out of Business - No Assets
171	04 03145 9180 0020 891 1 17	Darkwa, Benedicta Darkwa, Gerald T/A Elite Creations 1304 Barton St E	76.10	609.17	.00	.00	685.27	

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
171	04 03145 9180 0020 891 2 10	Darkwa, Benedicata Darkwa, Gerald B T/A Elite Creations 1304 Barton St E	33.22	120.64	.00	.00	153.86	
172	04 03150 0310 0230 861 4 17	Busy Bodies Inc 2600 John St U220	63.96	98.57	.00	.00	162.53	Corporation Out of Business - No Assets
173	04 03155 5640 0040 862 4 17	Vacola, Robert Vacola Custom Handcraft Leather Goods 263 1/2 Kenilworth N	35.04	58.46	.00	.00	93.50	Corporation Out of Business - No Assets
174	04 03310 0550 0020 891 2 17	Asian Sources Ltd T/A Hamilton Bargain 276 Kenilworth Ave N	936.00	3774.11	.00	.00	4680.11	Corporation Out of Business - No Assets
174	04 03310 0550 0025 891 2 17	Asian Sources Ltd T/A Hamilton Bargain 276 Kenilworth Ave N	37.80	151.51	.00	.00	189.31	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
174	04 03335 6150 0020 881 2 17	Asian Sources T/A Hamilton Bargain 276 Kenilworth Ave N	54.00	216.03	.00	.00	270.03	Corporation Out of Business - No Assets
174	04 03335 8370 0020 881 2 17	Asian Sources T/A Hamilton Bargain 276 Kenilworth Ave N	58.00	232.08	.00	.00	290.08	Corporation Out of Business - No Assets
174	04 03335 8400 0040 891 2 17	Asian Sources T/A Hamilton Bargain 276 Kenilworth Ave N	36.20	145.09	.00	.00	181.29	Corporation Out of Business - No Assets
175	04 03310 0550 0025 871 4 17	Sheppard, Temperance Fashion Limited Lawrence Emporium 5576 Yonge St	14.19	26.29	.00	.00	40.48	Corporation Out of Business - No Assets

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<u>Item Number (1)</u>	<u>Business Serial Number (2)</u>	<u>Name and Business Address (3)</u>	<u>Prior Years Penalty \$ (4)</u>	<u>Prior Years Arrears</u>	<u>Current Years Penalty \$ Interest</u>	<u>Current Years Arrears</u>	<u>Taxes Outstanding</u>	<u>Remarks</u>
175	04 03310 0550 0026 871 4 17	Sheppard, Temperance Fashion Limited Lawrence Emporium 5576 Yonge St	14.19	26.29	.00	.00	40.48	Corporation Out of Business - No Assets
175	04 03335 8370 0020 871 4	Sheppard, Temperance Fashion Limited Lawrence Emporium 5576 Yonge St	38.51	56.35	.00	.00	94.86	Corporation Out of Business - No Assets
175	04 03335 8400 0040 871 4	Sheppard, Temperance Fashion Limited Lawrence Emporium 5576 Yonge St	24.21	35.22	.00	.00	59.43	Corporation Out of Business - No Assets
175	04 03335 6150 0020 871 4	Sheppard, Temperance Fashion Limited Lawrence Emporium 5576 Yonge St	36.30	52.43	.00	.00	88.73	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
176	04 03310 0970 0020 871 3 17	Cabanas, Brenda Marie Cabanas, Ridel Ann's European Hairstly 242 Kenilworth Ave N	17.94	36.87	.00	.00	54.81	Out of Business - Unable To Locate Owner
177	04 03310 1150 0020 881 2 17	Tannous, Siwaan Tannous, Salam Volpe Meats 226 Kenilworth N	77.05	268.28	.00	.00	345.33	Corporation Out of Business - No Assets
178	04 03330 8000 0040 861 4 17	Livingstone, Bill T/A B & C Automotive 92 Graham Ave S	41.80	75.60	.00	.00	117.40	Corporation Out of Business - No Assets
179	04 03330 8000 0080 861 2 17	Clairmont, Julie T/A Fantasy Fashion 1557 Main St E U4	28.16	102.20	.00	.00	130.36	Corporation Out of Business - No Assets
179	04 03330 8000 0080 861 4 10	Clairmont, Julie T/A Fantasy Fashion 1557 Main St E U4	20.50	65.51	.00	.00	86.01	Corporation Out of Business - No Assets

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179	04 0330 8000 0080 881 3	Clairmount, Julie T/A Fantasy Fashion 1557 Main St E U4	211.99	382.76	.00	.00	594.75	Corporation Out of Business - No Assets
179	04 0330 8000 0081 881 4 10	Clairmount, Julie T/A Fantasy Fashion 1557 Main St E U4	4.62	16.82	.00	.00	21.44	Corporation Out of Business - No Assets
179	04 0330 8000 0081 881 2 17	Clairmount, Julie T/A Fantasy Fashion 1557 Main St E U4	16.54	1.58	.00	.00	18.12	Corporation Out of Business - No Assets
180	04 03410 6900 0100 881 2 17	627619 Ontario Inc Ardoc Industries 1945 King St E Ste202	113.61	432.58	.00	.00	546.19	Corporation Out of Business - No Assets
180	04 03410 6900 0105 881 2 17	627619 Ontario Inc Ardoc Industries 1945 King St E Ste202	6.29	29.86	.00	.00	36.15	Corporation Out of Business - No Assets

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182	04 03430 6870 0040 891 2	Hibbit, John T/A London Hair Shop 1466 Main St E 1st Flr	125.43	309.79	.00	.00	435.22	Corporation Out of Business - No Assets
182	04 03430 6870 0040 891 3 01	Hibbit, John T/A London Hair Shop 1466 Main St E 1st Flr	32.16	107.33	.00	.00	139.49	Corporation Out of Business - No Assets
183	04 03530 0234 0040 891 1 17	Litt, Zahir Ul Haq Litt, Sakina Bagem Dee Jays Variety & Groc 155 Dundonald	20.67	126.96	.00	.00	147.63	Too Small For Litigation
184	05 03730 9100 0040 861 5 17	Yakubowski, Diana Diana's Ceramics 2191 King St E	65.88	97.41	.00	.00	163.29	Out of Business - Unable To Locate Owner

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185	05 03810 6750 0075 882 2 17	740903 Ontario Ltd D'Joint Roadhouse 1565 Barton St E	23.20	82.72	.00	.00	115.92	Corporation Out of Business - No Assets
185	05 03850 2470 0020 882 2 17	740903 Ontario Ltd D'Joint Roadhouse 1565 Barton St E	701.80	2959.75	.00	.00	3661.55	Corporation Out of Business - No Assets
185	05 03850 0247 0075 882 2 17	740903 Ontario Ltd D'Joint Roadhouse 1565 Barton St E	83.79	352.46	.00	.00	436.25	Corporation Out of Business - No Assets
186	05 03830 9300 0020 861 4 17	Bearde, Paul Elite Auto Sales c/o St Ann Garage PO Box 109 RR#1 St Anns, Ontario	253.86	390.91	.00	.00	644.77	Out of Business - Unable To Locate Owner

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187	05 03850 6300 0080 881 2 17	Brown, Rose Lee Robbles Restaurant 1703-500 Green Rd Stoney Creek, Ontario	7.92	29.16	.00	.00	37.08	Out of Business - Unable To Locate Owner
188	05 03850 6300 0080 861 4 17	Martin, Wayne Best Maid 233 Parkdale Ave N	16.32	27.43	.00	.00	43.75	Out of Business - Unable To Locate Owner
189	05 03910 7030 0007 881 2 17	686333 Ontario Ltd T/A Telephone Clinic PO Box 66 Grimsby, Ontario	63.28	180.41	.00	.00	243.69	Corporation Out of Business - No Assets
190	05 04010 3690 0040 861 5 17	263714 Management Inc 198 Morley St	269.50	315.37	.00	.00	584.87	Corporation Out of Business - No Assets
191	05 04020 0209 0020 891 2 17	Daley, Amos Hartwell, Stanford	49.56	197.16	.00	.00	246.72	Out of Business - Unable To Locate Owner

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<u>Item Number (1)</u>	<u>Business Serial Number (2)</u>	<u>Name and Business Address (3)</u>	<u>Prior Years Penalty & Interest (4)</u>	<u>Prior Years Arrears</u>	<u>Current Years Penalty & Interest</u>	<u>Current Years Arrears</u>	<u>Taxes Outstanding</u>	<u>Remarks</u>
192	05 04110 0040 0020 891 2	Alfredo's Pizza Parl Limited 357 Queenston Rd	27.90	71.85	.00	.00	89.75	Corporation Out of Business - No Assets
192	05 04110 0040 0040 891 2	Alfredo's Pizza Parl Limited 357 Queenston Rd	28.21	72.80	.00	.00	101.01	Corporation Out of Business - No Assets
193	05 04190 0460 0020 881 2 17	Fijiana Tools Ltd A Division of Norms Tool Centre Ltd 210 Parkdale Ave N	13.42	48.53	.00	.00	61.95	Corporation Out of Business - No Assets
194	05 04190 0550 0040 821 9	Goral, Paul Ideal Auto Sales 192 Parkdale Ave N	202.56	168.83	.00	.00	371.39	Statute Barred
195	05 04190 0407 0080 861 5	Offside Dining Lounge 1911 Barton St E	175.74	242.12	.00	.00	417.86	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
196	05 04410 0001 0530 852 5	536546 Ontario Ltd T/A Cardinal Travel 686 Queenston Rd	26.10	36.18	.00	.00	62.28	Corporation Out of Business - No Assets
197	05 04520 0180 0020 891 1 17	Marluck Retailers Inc T/A Luckino Dinettes 691 Queenston Rd	207.94	1287.95	.00	.00	1495.89	Corporation Out of Business - No Assets
197	05 04520 0180 0021 891 1 17	Marluck Retailers Inc T/A Luckino Dinettes 591 Queenston Rd	110.40	588.62	.00	.00	699.02	Corporation Out of Business - No Assets
197	05 04520 0180 0021 891 2 09	Marluck Retailers Inc T/A Luckino Dinettes 691 Queenston Rd	89.52	298.65	.00	.00	388.17	Corporation Out of Business - No Assets
198	05 04520 8210 0080 871 3	Jain, Sumat Parkash Plumbing Centre 2372 Barton St E	734.72	1433.26	.00	.00	2167.98	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
199	05 04520 8480 0060 861 4 17	National Waterbed Co 2444 Barton St E	16.32	27.57	.00	.00	43.89	Corporation Out of Business - No Assets
200	05 04530 0010 0150 891 1 17	297517 Ontario Ltd Charms N Things Eastgate Square Str 75 Centennial Pkwy N	49.12	245.92	.00	.00	295.04	Corporation Out of Business - No Assets
200	05 04530 0010 0155 891 1 17	297517 Ontario Ltd Charms N Things Eastgate Square Stre Store 16 75 Centennial Pkwy N	10.53	65.02	.00	.00	75.55	Corporation Out of Business - No Assets
201	05 04530 0010 0550 901 1 09	736384 Ontario Inc T/A Manhattan Pkies 75 Centennial Pkwy N Stoney Creek, Ontario	108.46	510.68	.00	.00	619.14	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
201	05 04530 0010 1555 891 1 17	736384 Ontario Inc T/A Manhattan Fries 75 Centennial Pkwy N	27.84	371.19	.00	.00	399.03	Corporation Out of Business - No Assets
201	05 04530 0010 1555 901 1 09	736384 Ontario Inc T/A Manhattan Fries 75 Centennial Pkwy N	28.73	135.32	.00	.00	164.05	Corporation Out of Business - No Assets
202	05 04530 0010 1920 881 2 17	511607 Ontario Ltd Kiddle Kobbler 75 Centennial Pkwy N	96.72	322.32	.00	.00	419.04	Corporation Out of Business - No Assets
203	05 04610 0013 0040 861 4	Ianiri, Emilio Ianiri, Bruno Versatile Hairstyling 140 Centennial Pkwy N	162.54	230.62	.00	.00	393.16	Out of Business - Unable To Locate Owner

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
203	05 04610 0013 0045 861 4	Ianrl, Emilio Ianrl, Bruno Versatile Hairstyling 140 Centennial Pkwy N	79.01	112.32	.00	.00	191.33	Out of Business - Unable To Locate Owner
204	05 04620 0020 1050 871 3 17	J C 1 Hour Foto Inc 1 Hour Foto 2500 Barton St E	10.50	28.25	.00	.00	38.75	Corporation Out of Business - No Assets
205	05 04620 0400 0010 861 4 17	Richardson, Charmaine Meadowbrook Variety 75 Barlake Ave	19.76	30.46	.00	.00	50.22	Out of Business - Unable Business - No Assets
206	05 04710 2400 0080 871 3	Glen Bridges Co Kirby Vacuums 141 1/2 Hwy 8 Stoney Creek, Ontario	30.40	57.13	.00	.00	87.53	Out of Business - Unable To Locate Owner

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207	05 04710 8340 0075 881 2 17	699853 Ontario Inc T/A Crystal Billiards 298 Grays Rd U44	24.44	75.14	.00	.00	99.58	Corporation Out of Business - No Assets
208	05 04710 0834 0060 882 2 17	752442 Ontario Inc T/A Restaurant Le Plan 309 Grays Rd	197.12	716.95	.00	.00	914.07	Corporation Out of Business - No Assets
208	05 04710 0834 0065 882 2 17	752442 Ontario Inc T/A Restaurant Le Plan 309 Grays Rd	58.08	210.82	.00	.00	268.90	Corporation Out of Business - No Assets
209	05 04810 0400 0040 891 1 17	Westrux International 2557 Barton St E Stoney Creek, Ontario	4.29	26.69	.00	.00	30.98	Corporation Out of Business - No Assets
210	05 04810 0159 0020 899 1 11	751084 Ontario Inc T/A Peregrine Yachts 95 Cascade St U1 Stoney Creek, Ontario	76.33	359.45	.00	.00	435.78	Corporation Out of Business - No Assets

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211	05 04810 0318 0080 861 5 17	Burlington Sail Sports 498 John St Burlington, Ontario	26.46	39.54	.00	.00	66.00	Corporation Out of Business - No Assets
212	05 04810 0533 0250 861 4	Baker, McSweeney St Chatharines Inc 227 Bunting Rd	126.63	375.39	.00	.00	502.02	Corporation Out of Business - No Assets
212	05 04810 0533 0251 861 5 08	Baker, McSweeney St Chatharines 227 Bunting Rd	51.85	67.79	.00	.00	349.62	Corporation Out of Business - No Assets
212	05 04810 0533 0251 861 5 08	Baker, McSweeney St Chatharines Inc 227 Bunting Rd St Catharines, Ont	51.85	67.79	.00	.00	119.64	Corporation Out of Business - No Assets
213	05 04810 0533 0280 872 3 17	6982628 Ontario Ltd Niagara Wind Riders 247 Centennial Pkwy N	127.72	329.22	.00	.00	456.94	Corporation Out of Business - No Assets

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214	05 04810 0533 0460 881 3 17	709438 Ontario Inc Weight Control Centre 59 Hobden Place Weston, Ontario	167.71	432.93	.00	.00	600.64	Corporation Out of Business - No Assets
214	05 04810 7380 0060 881 3 17	709438 Ontario Inc 59 Hobden Place Weight Control Centre Weston, Ontario	38.75	100.17	.00	.00	138.92	Corporation Out of Business - No Assets
215	05 04810 0533 0461 871 4 05	421380 Ontario Limited Weight Control Centre 51 Toro Rd Downsview, Ontario	71.34	111.64	.00	.00	183.18	Corporation Out of Business - No Assets
216	05 04810 8120 0060 825 5 17	Cameron, Don Lake Ave Auto Body 406 Lake Ave N Stoney Creek, Ont	95.40	127.44	.00	.00	222.84	Out of Business - Unable To Locate Owner

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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty Interest (4)	Prior Years Arrears	Current Years Penalty Interest	Current Years Arrears	Taxes Outstanding	Remarks
217	05 04810 8120 0060 881 2 17	Griffiths, Bill Jr. Allied Trailer Eqp 211 Lanark St	27.50	100.36	.00	.00	127.86	Out of Business - Unable To Locate Owner
218	05 04810 0828 0220 851 5	Creasy, Dale Dale Creasy Photography 90 Milburn Rd U3 Stoney Creek, Ontario	22.80	227.89	.00	.00	250.69	Out of Business - Unable To Locate Owner
218	05 04810 0828 0220 851 6 17	Creasy, Dale Dale Creasy Photography 90 Milburn Rd U3 Stoney Creek, Ontario	7.74	103.09	.00	.00	110.83	Out of Business - Unable To Locate Owner
219	05 04810 8280 0220 881 2	R D G Surplus Imports 90 Milburn Rd U3 Stoney Creek, Ontario	374.93	925.87	.00	.00	1300.80	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "A" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
219	05 04810 0828 0220 881 3 09	R D G Surplus Imports 90 Milburn Rd U3 Stoney Creek, Ontario	69.04	283.05	.00	.00	352.09	Corporation Out of Business - No Assets
220	05 04810 8435 0020 891 1 17	567560 Ontario Ltd T/A T & T Sandblasting 71 Brockley Dr Stoney Creek, Ontario	64.60	516.74	.00	.00	581.34	Corporation Out of Business - No Assets
221	05 04810 0844 0045 891 1 17	Staroba Industries Inc 323.52 41 Brockley Dr U9 Stoney Creek, Ontario	1617.45		.00	.00	1940.97	Corporation Out of Business - No Assets
222	05 05010 0028 0060 881 2 17	Lanktree, Bruce Freeborn, Gord Bruceco Auto Body 744 Rennde St	42.88	126.92	.00	.00	169.80	

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years & Penalty Interest (4)	Prior Years Arrears	Current Years & Penalty Interest	Current Years Arrears	Taxes Outstanding	Remarks
222	05 05010 0280 0060 881 3 05	Lanktree, Bruce Freeborn, Gord 744 Rennie St	1.20	2.02	.00	.00	3.22	
223	05 05010 0280 0080 891 2	Freeborn Haulage Inc 748 Rennie St	171.12	570.49	.00	.00	741.61	Corporation Out of Business - No Assets
223	05 05010 0031 0040 891 2	Freeborn Haulage Inc 748 Rennie St	116.98	288.67	.00	.00	405.65	Corporation Out of Business - No Assets
223	05 05010 0031 0060 891 2	Freeborn Haulage Inc 748 Rennie St	517.54	1277.90	.00	.00	1795.44	Corporation Out of Business - No Assets
224	05 05340 0240 0060 881 2 17	Centurami, Luigi Centurami, Alex T/A Ontario Submarine 3 Luner Ave	7.26	26.33	.00	.00	33.64	Too Small For Litigation
225	06 05520 0100 0681 871 3	Archar, Douglas 1119 Renneil Ave E	5.28	19.57	.00	.00	24.85	Too Small For Litigation

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years & Penalty Interest (4)	Prior Years Arrears	Current Years & Penalty Interest	Current Years Arrears	Taxes Outstanding	Remarks
226	06 05715 0100 0101 881 3 07	703333 Ontario Limited Bestway Cleaners 55 Fairholt Rd S	52.56	117.13	.00	.00	169.69	Corporation Out of Business - No Assets
227	06 05810 06300 0100 891 1 01	Cell Tech Ceiling Care 83 Blegwin Rd U11	98.05	653.86	.00	.00	751.91	Corporation Out of Business - No Assets
228	06 06230 0300 0120 881 2 17	McShane, Marie The Children's Dance 100 Venetial Dr U29 Stoney Creek, Ontario	150.38	371.40	.00	.00	521.78	Out of Business - Unable To Locate Owner
228	06 06230 0300 0121 891 2 17	McShane, Marie The Children's Dance 100 Venetial Dr U29 Stoney Creek, Ontario	33.37	82.73	.00	.00	116.10	Out of Business - Unable To Locate Owner
229	06 06230 0340 0040 851 6	Guthro, Joe Tri-Star Satellite TV 303 Crockett St	140.74	140.11	.00	.00	280.85	Out of Business - Unable To Locate Owner

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
229	06 06230 0346 0040 851 7 06	Guthro, Joe Tri-Star Satellite TV 303 Crockett St	82.32	78.04	.00	.00	160.36	Out of Business - Unable To Locate Owner
230	06 07110 0114 3020 871 4	Mountain Gas Installa Limited 1250 Limeridge Rd U3	20.35	29.95	.00	.00	50.30	Corporation Out of Business - No Assets
231	06 07210 5360 0020 871 4 17	Joseph, Robert BJ's Auto Repair PO Box 4432 Stn D	354.06	575.37	.00	.00	929.43	Out of Business - Unable To Locate Owner
232	06 07210 5360 0020 872 3 17	Mosakoski, Mark Pinder, Harry T/A M & H Automotive 220 Hempstead Dr	76.80	204.42	.00	.00	281.22	Out of Business - Unable To Locate Owner
233	06 07210 5360 0060 872 3 17	Cox, Phillip Andrew 230 Hempstead Dr	40.26	97.94	.00	.00	138.20	Out of Business - Unable To Locate Owner

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty \$ Interest (4)	Prior Years Arrears	Current Years Penalty \$ Interest	Current Years Arrears	Taxes Outstanding	Remarks
234	06 07210 0566 0040 881 2 17	438205 Ontario Ltd Patersons Cleaning 70 Nebo Rd U3	201.69	623.98	.00	.00	825.67	Corporation Out of Business - No Assets
234	06 07210 0566 0060 881 2 17	438025 Ontario Ltd Patersons Cleaning 70 Nebo Rd U3	203.22	631.34	.00	.00	834.56	Corporation Out of Business - No Assets
235	06 07210 0704 0010 901 1	766326 Ontario Limited It's Coffee Time/Peggy 1205 Rymal Rd E U8	427.88	1679.47	.00	.00	2107.35	Corporation Out of Business - No Assets
235	06 07210 0704 0011 901 1	766326 Ontario Limited It's Coffee Time/Peggy's 1203 Rymal Rd E U8	13.11	55.29	.00	.00	68.40	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
236	06 07610 0640 0020 861 4 17	Thompson, Frank Poole, Morris Hannon Auto Wreckers Wren Enterprises 1651 Glencaster Rd Mount Hope, Ontario	194.48	299.21	.00	.00	493.69	Out of Business - Unable To Locate Owner
237	07 06440 0300 0120 901 1 01	Sweats N Sox Inc 1000 Upper Gage Ave	186.08	930.28	.00	.00	1116.36	Corporation Out of Business - No Assets
237	07 06440 0300 0121 892 1 01	Sweats N Sox Inc 1000 Upper Gage Ave	43.52	217.32	.00	.00	260.84	Corporation Out of Business - No Assets
238	07 06520 0485 0020 881 2 17	Super Carnaval Food Stores Limited 1 St Clair Ave E Ste300 Toronto, Ontario	28.95	154.76	.00	.00	183.71	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
239	07 06520 0601 1060 881 2 17	Kerr, Taylor John Frames N Things 2026 Cavendish Dr Burlington, Ontario	56.56	161.64	.00	.00	218.20	Out of Business - Unable To Locate Owner
239	07 06520 0601 1061 881 2 17	Kerr, Taylor John Frames N Things 2026 Cavendish Dr Burlington, Ontario	19.60	55.74	.00	.00	75.34	Out of Business - Unable To Locate Owner
240	07 06520 0601 1390 891 2 17	The Microwave Place 1250 South Service Rd Mississauga, Ontario	220.00	880.04	.00	.00	1100.04	Corporation Out of Business - No Assets
240	07 06520 6010 1391 891 2 17	The Microwave Place 1250 South Service Rd	76.00	303.86	.00	.00	379.86	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
241	07 06520 0601 2250 891 1 17	Trading Inc Royal International Brass Hut 4 Crossroads Pl Weston, Ontario	26.07	694.91	.00	.00	720.98	Corporation Out of Business - No Assets
241	07 06520 6010 2250 891 2 17	Royal International Trading Inc The Brass Hut 216 Weston Dr Weston, Ontario	319.52	788.57	.00	.00	1108.09	Corporation Out of Business - No Assets
241	07 06520 0601 2251 901 1 17	Royal International Trading Inc Brass Hut 4 Crossroads Pl Weston, Ontario	11.96	238.91	.00	.00	250.87	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
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SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
241	07 06520 0601 2251 901 2 17	Royal International Trading Inc The Brass Hut 216 Signet Drive Weston, Ontario	34.32	347.03	.00	.00	381.35	Corporation Out of Business - No Assets
242	07 06520 0601 2380 861 5	Jansurik, Joan Sugar Plum Toys 1120 Eglington Ave E Mississauga, Ontario	31.11	40.78	.00	.00	71.89	Too Small For Litigation
243	07 06520 0601 2470 891 1 17	Argentor 18 Karat Ltd Fabbri 999 Upper Wentworth	9.54	84.42	.00	.00	93.96	Corporation Out of Business - No Assets
243	07 06520 0601 2471 891 1 17	Argentor 18 Karat Ltd Fabbri 999 Upper Wentworth	3.60	32.00	.00	.00	35.60	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
244	07 06520 0601 2855 891 2	The Connection Group 799 Erskine Ave Peterborough, Ont	10.20	27.49	.00	.00	37.69	Corporation Out of Business - No Assets
245	07 06520 0601 2991 891 1	116575 Canada Inc Limite 555 Chabanaul St W Montreal, Quebec	6.15	32.77	.00	.00	38.92	Corporation Out of Business - No Assets
246	07 06610 8690 0020 891 1 17	Parkas, Miklos Parkas, Garage Ltd 580 Pennell Ave E	8.30	66.12	.00	.00	74.42	Corporation Out of Business - No Assets
247	07 06610 0872 0080 901 1	Phado Enterprises The Squires Dining c/o Gordon & Lomax 550 Pennell Ave E	667.39	2619.30	.00	.00	3286.69	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty \$ Interest (4)	Prior Years Arrears	Current Years Penalty \$ Interest	Current Years Arrears	Taxes Outstanding	Remarks
247	07 06610 0872 0080 901 2	Phado Enterprises The Squires Dining c/o Gordon & Lomax 550 Fennell Ave E	700.50	2241.47	.00	.00	2941.98	Corporation Out of Business - No Assets
247	07 06610 8720 0080 901 3	Phado Enterprises The Squires Dining c/o Gordon & Lomax 550 Fennell Ave E	7.00	56.05	.00	.00	63.05	Corporation Out of Business - No Assets
247	07 06610 8720 0081 901 1	Phado Enterprises The Squires Dining c/o Gordon & Lomax 550 Fennell Ave E	139.03	545.21	.00	.00	684.24	Corporation Out of Business - No Assets
247	07 06610 8720 0081 901 2	Phadd Enterprises The Squires Dining c/o Gordon & Lomax 550 Fennell Ave E	203.84	503.42	.00	.00	707.26	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
247	07 06610 8720 0081 901 3	Phadd Enterprises The Squires Dining c/o Gordon & Lomax 550 Fennell Ave E	62.54	473.89	.00	.00	536.43	Corporation Out of Business - No Assets
248	07 06640 9420 0031 891 2	Keetch, Kenneth Truway Muffler 499 Mohawk Rd E	32.58	144.77	.00	.00	177.35	Out of Business - Unable To Locate Owner
250	07 06720 0141 0020 882 2 17	Varrasso, Lucio Varrasso, Marilyn T/A Olympia Variety 600 Concession St	35.74	119.18	.00	.00	154.92	Out of Business - Unable To Locate Owner
253	07 08110 2280 0020 882 2 17	Williams, Betty Elliot, Ron T/A Elron Enterprises 751 Barton St E	5.44	27.57	.00	.00	33.01	Too Small For Litigation

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
254	07 08110 2310 0020 892 1 17	Singh, Surjit Kaur T/A Discount Variety 595 Upper Wellington	8.70	69.75	.00	.00	78.45	Out of Business - Unable To Locate Owner
254	07 08110 0231 0020 899 1 10	Singh, Surjit Kaur T/A Discount Variety 595 Upper Wellington	18.02	85.01	.00	.00	103.03	Out of Business - Unable To Locate Owner
255	07 08110 2310 0040 891 1 17	Lyell, Bob Lyell, Elleen T/A Hope Chest Ceramics 597 Upper Wellington	28.32	161.99	.00	.00	190.31	Corporation Out of Business - No Assets
256	07 0816 5600 0020 891 1 17	668401 Ontario Inc T/A Look N See 437 Concession St	15.86	97.68	.00	.00	113.54	Too Small For Litigation
257	07 08160 6230 0020 891 2	Dobson, Sheryl T/A Sher-Rae Studio 440 Concession St 2nd	19.72	53.11	.00	.00	74.83	Too Small For Litigation

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
258	07 08330 0810 0141 891 2 06	687443 Ontario Inc T/A Markham Cleaners 151 James St S	20.54	63.22	.00	.00	83.76	Corporation Out of Business - No Assets
259	07 08410 0007 0040 891 1	603022 Ontario Inc PO Box 6237 Station F	16.91	70.82	.00	.00	87.73	Corporation Out of Business - No Assets
259	07 08610 0247 0065 862 4	673833 Ontario Ltd Bingo Variety 1565 Upper James St	25.83	50.06	.00	.00	75.89	Corporation Out of Business - No Assets
260	07 08710 0176 0020 891 4 02	Fletcher Brothers Performance Centres 1259 Upper James St	23.00	37.03	.00	.00	60.03	Corporation Out of Business - No Assets
261	07 08710 1970 0151 891 2 17	Ghosia Holdings Ltd Silver Cinema 1151 Upper James St	26.88	76.77	.00	.00	103.65	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
262	07 08820 0610 0020 861 4	Factory Carpet Ltd Factory Carpet Outlet 975 Upper James St	40.28	61.13	.00	.00	101.41	Corporation Out of Business - No Assets
264	08 08910 0700 0040 872 3 17	Wheatle, Alva Joyce Lewis, Eldica Carousel Cleaners 150 Cranbrook Dr	385.20	856.36	.00	.00	1241.56	Out of Business - Unable To Locate Owner
264	08 08910 0700 0041 872 3 17	Wheatle, Alva Joyce Lewis, Eldica Carousel Cleaners 661 Upper James St	108.72	241.66	.00	.00	350.38	Out of Business - Unable To Locate Owner
265	08 08910 0700 0041 891 1 17	Spektor, Roman Casuccio, Joseph 661 Upper James U2	16.94	113.16	.00	.00	130.10	Out of Business - Unable To Locate Owner
266	08 08910 0700 0380 891 1 17	McKay, Donald Gold Tradition 665 Upper James St U19	12.00	63.89	.00	.00	75.89	Out of Business - Unable To Locate Owner

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
266	08 08910 0700 0380 891 2 01	McKay, Donald Gold Tradition 665 Upper James St U19	46.28	142.58	.00	.00	188.86	Out of Business - Unable To Locate Owner
266	08 08910 0700 0381 891 2 01	McKay, Donald Gold Tradition 665 Upper James St U19	13.26	40.48	.00	.00	53.74	Out of Business - Unable To Locate Owner
267	08 08910 0700 1521 881 2	Mood Setter Inc 188 Ottawa St N	22.04	54.56	.00	.00	76.60	Corporation Out of Business - No Assets
268	08 09020 0460 0100 861 4	Nicholas Bonk Weddings In Motion 5 Empress Ave	38.45	74.94	.00	.00	113.48	Corporation Out of Business - No Assets
269	08 09050 0822 0020 892 1 17	Patterson, Patrick Patterson Sales 476 Upper Wellington	17.40	138.94	.00	.00	156.34	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

<u>Item Number (1)</u>	<u>Business Serial Number (2)</u>	<u>Name and Business Address (3)</u>	<u>Prior Years Penalty \$ Interest (4)</u>	<u>Prior Years Arrears</u>	<u>Current Years Penalty \$ Interest</u>	<u>Current Years Arrears</u>	<u>Taxes Outstanding</u>	<u>Remarks</u>
270	08 09220 0762 0020 881 2 17	Allen, Lynette Fashion Designing 660 Upper James St	88.40	272.21	.00	.00	360.61	Corporation Out of Business - No Assets
271	08 09220 0840 0020 851 5 17	Robco Inc Studio One 730 Upper James St	96.20	118.58	.00	.00	214.78	Corporation Out of Business - No Assets
272	08 09310 0833 0065 861 4 17	World Premiere Video Ricks N Things 830 Upper James St	23.92	36.38	.00	.00	60.75	Corporation Out of Business - No Assets
273	08 09310 0947 0040 881 2 01	MacFarlane, Helen Freedom Foods 1054 Upper James St	861.28	2460.75	.00	.00	3322.03	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO
COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears	Current Years Penalty & Interest	Current Years Arrears	Taxes Outstanding	Remarks
274	08 10130 0001 0260 901 1	Lalioitis, Jim Canadian Style Rest Westcliffe Mall 626 Mohawk Rd W	17.64	234.88	.00	.00	252.52	Corporation Out of Business - No Assets
274	08 10130 0001 0265 901 1	Lalioitis, Jim Canadian Style Rest Westcliffe Mall 626 Mohawk Rd W	11.22	149.47	.00	.00	160.69	Corporation Out of Business - No Assets
275	08 11010 0001 0040 891 1 17	McKay, Catherine 5 Ryman Rd W	22.88	140.68	.00	.00	163.56	Out of Business - Unable Business - No Assets

TOTAL

===== 46372.64 137645.39 =====

===== 184018.03 =====

City of Hamilton
Treasury

CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
131	03 02310 0088 0080 881 2 17	Kutsera, Marta Custom Cakes 136 Augusta	105.00	336.27	.00	.00	441.27	
131	03 02310 0088 0080 881 3 08	Kutsera, Marta Custom Cakes 581 Main St E	119.70	273.49	.00	.00	393.19	
131	03 02310 0088 0081 881 3 08	Kutsera, Marta Custom Cakes 581 Main St E	35.59	105.57	.00	.00	141.16	
TOTAL			260.29	715.33			975.62	

City of Hamilton
Treasury

HARD SUMMARY OF OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1990

<u>Ward</u> <u>(1)</u>	<u>Penalty & Interest</u> <u>(2)</u>	<u>Prior Year</u> <u>Arrears</u> <u>(3)</u>	<u>Penalty & Interest</u> <u>(4)</u>	<u>Current Year</u> <u>Arrears</u> <u>(5)</u>	<u>Taxes</u> <u>Outstanding</u> <u>(6)</u>	<u>Number</u> <u>Accounts</u> <u>(7)</u>
01	4,328.49	11,357.77	.00	.00	15,686.26	40
02	17,668.72	49,971.90	.00	.00	67,640.62	60
03	6,088.15	16,853.47	.00	.00	22,941.62	38
04	4,261.84	13,391.61	.00	.00	17,653.45	27
05	6,749.24	20,273.73	.00	.00	27,022.97	43
06	2,094.55	5,659.81	.00	.00	7,754.36	12
07	3,605.62	15,448.25	.00	.00	19,053.87	26
08	<u>1,836.32</u>	<u>5,404.18</u>	<u>.00</u>	<u>.00</u>	<u>7,240.50</u>	<u>12</u>
TOTAL	46,632.93	138,360.72	.00	.00	184,993.65	258
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768

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 January 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

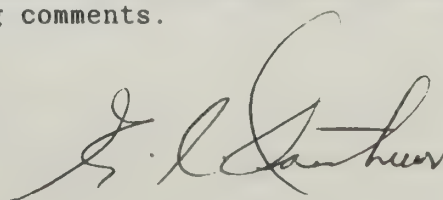
SUBJECT: Status of Realty and Business Tax Arrears

BACKGROUND:

For the information of the Committee, the following is a comparison of the outstanding arrears of realty and business taxes as at December 31 for the years 1989 and 1990:

	December 31/89	December 31/90	Increase	
			Amount	%
Realty Taxes				
-Current	\$ 15.2M	\$ 24.1M	\$ 8.9M +	58.7% +
-Arrears	5.5M	9.2M	3.7M +	68.4% +
Total	\$ 20.7M	\$ 33.3M	\$12.6M +	61.3% +
Business Taxes				
-Current	\$.8M	\$ 1.6M	\$.8M +	97.5% +
-Arrears	.5M	.7M	.2M +	21.8% +
	\$ 1.3M	\$ 2.3M	\$ 1.0M +	96.7% +
Total Arrears	\$ 22.0M	\$ 35.6M	\$13.6M +	61.7% +

As indicated above, there have been significant increases in the amount of arrears in both realty and business taxes over the past year which in my opinion is a reflection of the current economic conditions. We have recently analysed and compared the arrears situation based on our statistical reports and I am able to provide you with the following comments.



1991 January 18

Mr. J. D. Thompson, Secretary
Finance and Administration Committee - Page 2

BACKGROUND: -

Realty Taxes:

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- a) Our statistical reports indicate that of the total increase of \$12.6M from the prior year, \$8.9M relates to taxes billed in the year 1990 which have not been collected to date. The balance of the increase of \$3.7 relates to taxes billed in prior years.
- b) There were a number of factors in 1990 which contributed to the dramatic increase in realty tax arrears such as the Stelco strike, layoffs, interest rate increases, and the other economic conditions leading to the current recession.
- c) We analysed the distribution of the total arrears of realty taxes between properties with residential and commercial assessments. Our analysis indicated that there are 58 properties (apartment buildings, industries, and income properties) with arrears in excess of \$50,000 each representing approximately \$11.5M or 35% of the total arrears outstanding. Included in this group is the former Firestone properties with arrears of approximately \$4.0M.

The following is a summary of the total arrears for the years 1989 and 1990 including the 58 properties mentioned above.

	1989	1990	Increase over previous year	
			Amount	Percentage
Residential	\$11.3M	\$17.5M	\$6.2M	54.8%
Commercial	3.7M	4.3M	.6M	16.2%
Subtotal	\$15.0M	\$21.8M	\$6.8M	45.3%
Other(58 Properties)	5.7M	11.5M	5.8M	101.7%
Total	\$20.7M	\$33.3M	\$12.6M	61.3%

You will note that of the total increase of \$12.6M, an amount of \$5.8M relates to the increases in the arrears of taxes for only 58 properties in the City of Hamilton which is approximately 46% of the total increase from the prior year.

1991 January 18

Mr. J. D. Thompson, Secretary
Finance and Administration Committee - Page 3

BACKGROUND - continued

Realty Taxes - continued

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- d) Outstanding realty taxes represent a lien on a property and ultimately these amounts are collected through the tax registration process under the provisions of the Municipal Tax Sales Act. There were 412 properties subject to tax registration procedures as at December 31, 1990 compared to 373 on December 31, 1989, an increase of 10.5%. While most of these properties are redeemed prior to registration, if the present trend continues the City will have to become more involved in the tax sale process and the acquisition and disposal of properties where there are no successful bidders.

Business Taxes

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- a) Our statistical reports indicate that total business tax arrears have risen by \$1.0M or 96.7% as compared to the previous year. Of that total, \$.8M relates to an increase in taxes billed in 1990 which have not been collected to date and the balance of the increase of \$.2M relates to prior years arrears. It would appear that 1990 economic conditions have prevented numerous businesses from meeting their financial obligations and this situation is reflected in these statistics.
- b) At December 31, 1990 a total of \$1.1M in outstanding business taxes had been placed with the our collection agency. It would appear from our discussions with them that approximately \$.5M of that amount could ultimately be deemed uncollectible and be submitted for write off approval in the year 1991.

As outlined in a previous report to the Finance and Administration Committee in 1990, the City's status is that of a preferred unsecured creditor. For instance, where a business becomes insolvent, the Federal and Provincial claims as well as claims for wages owing to employees and all other secured claims, as specified by law, are satisfied prior to the City's claim for business taxes.

Total Arrears

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The total realty and Business tax arrears have increased by \$13.6M or 61.7% from the previous year. The following is an analysis of the tax arrears per capita and as a percentage of the current tax levy for the last 11 years.

	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990
	----	----	----	----	----	----	----	----	----	----	----
Per Capita	\$50	\$50	\$53	\$53	\$50	\$46	\$44	\$44	\$54	\$71	\$116
% of Levy	9.5	8.6	8.2	7.7	6.8	5.7	5.3	4.7	4.7	6.2	8.0

1991 January 18

Mr. J. D. Thompson, Secretary
Finance and Administration Committee - Page 4

BACKGROUND - continued

Summary:

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Realty Taxes

During the year 1990, extra collection measures were taken by means of a personalized letter from the Treasurer to the owners of apartment buildings, income properties, etc. with arrears in excess of \$50,000 urging them to settle their accounts in full or make satisfactory payment arrangements. While these letters generated a reasonable response, it became apparent that a number of these owners realized their arrears situation but were not in a financial position at this time to make payment. As you are aware, tax registration procedures are available to the City as a means of recovery of these amounts. While these procedures protect the City's interest where realty taxes are concerned, it places hardships on the taxpayers involved. Furthermore, the City is not in the business of acquiring properties through this method unless it is the last resort available for collection.

Business Taxes

Measures are being taken through the collection agency to recover amounts owing for outstanding business taxes. However, collection is limited by the current legislation as far as the City's position is in relation to the claims of other creditors. We will continue to make every effort to collect these accounts through whatever means are available but it should be noted that there are a number of accounts which have been placed with the agency which may be deemed uncollectible and will be submitted for write off consideration in 1991.

ROBERT M. MORROW
MAYOR



8(a)

December 18th, 1990

DEC 27 1990

MEMO TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Mayor Robert M. Morrow

SUBJECT: SUPPORT BY PURCHASE OF ADVERTISEMENT
IN THE KINSMEN MAGAZINE

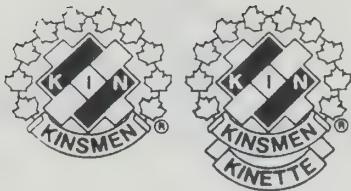
The above Association annually ask various municipalities to purchase advertising and this is their method of fund raising. Accordingly, I recommend that the City of Hamilton purchase an advertisement indicating support and bringing greetings on behalf of the Corporation and praising the Kinsmen and Kinettes for their significant contributions to our community. The method of financing should be determined by the Committee in conjunction with the City Treasurer and I suggest we purchase an advertisement of half a page at the cost of \$495.00.

RMM/DC/pb.

cc: Mr. E. Matthews
Mr. K. Avery



City Hall,
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone: (416) 526-2790



DEC 12 1990

THE ASSOCIATION OF KIN CLUBS
L'ASSOCIATION DES CLUBS KIN

December 7, 1990

The City of Hamilton
Mayor Bob Morrow
71 Main St., W.
Hamilton, Ont. L8N 3T4

Dear Mayor Morrow,

The Kinsmen and Kinette Clubs of Burlington, Flamborough, Hamilton and Stoney Creek will soon be joining with more than 1,000 other Kinsmen and Kinette clubs across Canada on February 20, 1991, to celebrate the 71st anniversary of the founding of our Association in Hamilton, Ont. Last year, I'm proud to report, our approximately 16,000 members raised a record more than \$27 million for Canadian communities such as yours. Your local Kin members raised \$43,000 of the \$27,230,128 national total to say nothing of spending countless hours planning and carrying out fund-raising and service projects. As an all-Canadian service club, the Association of Kin Clubs has a long and proud tradition of living up to its motto of "Serving the Community's Greatest Need."

Once a year, Kinsmen and Kinettes ask their communities to help them. Each February on the anniversary of Kin's founding, our Association produces a special issue of its national publication – KIN Magazine – featuring "Messages-of-Support" highlighting the valuable work performed by Kinsmen and Kinettes during the past year. We sincerely appreciate the support you provided in the past by placing a "Message-of-Support" and we hope you will participate again this year.

Quite frankly, I wish it wasn't necessary to ask the communities we serve to help us by placing a "Message-of-Support." However, our Association has no choice. Like so many service clubs worldwide, the decade of the 1980s will be long remembered as a time of severe membership decline. Over the past 10 years, our Association has seen its Kinsmen membership drop by approximately 6,500 members (nearly one-third of our total membership) and there is every indication our numbers may drop even further. It seems the primary reason why our numbers are declining is that young people (our members are age 21-45) are no longer as interested in volunteering to do service work. Since all the money Kinsmen and Kinettes raise in their communities stays in those communities the only way we can fund our national association is by charging our members annual dues. Unfortunately, our members tell us the rising cost of annual dues is now becoming another major drawback to attracting new members to Kin. (As you can see, we are caught in a tough situation.) Our national executives budget carefully to keep the increase in annual membership dues to a minimum but just keeping pace with inflation in the last 10 years has meant significantly higher dues for our members. Moreover, we have also had to ask our current membership to help make up much of the lost revenue from the loss of approximately 6,500 members so that has caused our annual membership dues to climb even higher.

.../2

2/...

Our Association is faced with a very serious situation and we must have help from the communities we serve if we are going to solve our membership crisis. By placing a "Message-of-Support" you are investing in the future of Kinsmen and Kinettes at a time when our clubs are working hard not only to serve their communities but also to attract new members so that our all-Canadian association can continue to play a vital role in community life. If our Association does not get help from the communities we serve to stem our membership decline then it is certain we will lose more and more Kinsmen and Kinette clubs. If that happens, more and more communities (perhaps even yours) that used to be able to look to their Kin clubs to take the lead in fund-raising and service work will no longer enjoy the benefits of Kin participation. One way we can help solve our membership dilemma is by seeking "non-dues" sources of funding to minimize as much as possible annual dues increases at this critical point in our search for ways to increase membership. "Messages-of-Support" are a very important non-dues source of funding for us. They allow the communities that enjoy the benefits of a Kinsmen or Kinette club to invest in the future of our Association in a way that also motivates our members because these "thank-you" messages appear in our national magazine, thus serving as a visible form of recognition.


I'm sure you can appreciate that by donating more than \$27 million last year to communities such as yours, our members are providing vital services that might otherwise require municipal funding. Once a year when we ask the communities we serve to help us by placing a "Message-of-Support" it represents a request for a few hundred dollars, which is not very much compared to the total service our members provide to their communities. However, the combined effect of a little support from each community we serve will have a significant impact on reducing our annual membership dues, making it easier for all Kinsmen and Kinettes to remain members. We like to think we are working in partnership with the communities we serve and our financial circumstances are such that we must ask our "partners" once a year to assist us by placing a "Message-of-Support."

Enclosed is a 71st anniversary "Message-of-Support" order form listing the sizes of messages available along with the cost. You can provide a "camera-ready" message or send us a copy of your letterhead showing a logo and indicate the wording you want in the message. Or if you wish we can simply update your last message for you and repeat it. In order to ensure your "Message-of-Support" appears in our special 71st anniversary issue of KIN Magazine, please return your material along with a completed order form before Monday, February 11, 1991. Incidentally, you may want to include the cost of the "Message-of-Support" in your 1991 budget since you won't be billed for the message until April.

I would like to respectfully request that you help us to continue serving you by placing a "Message-of-Support" in the special 71st anniversary "Message-of-Support" issue of KIN Magazine. The financial assistance your message provides is vital to the future of our Association and I'm sure our approximately 16,000 members, including you local Kin, will appreciate the vote of confidence that your "thank-you" message conveys during this critical time in our history.

I look forward to your response.

Sincerely,



Gord Charlesworth
Kinsmen National President
1990-91



THE ASSOCIATION OF KIN CLUBS
Canada's Largest National Service Club

71st

Anniversary

Message-of-Support

ORDER FORM

(Please Print) Supporter's Name:
City, Town, Village or Gov't Ministry

Address

Bill to the attention of:

Name

Title

Address

Telephone No.

Size of Message required

Rate

Other instructions:

THIS MESSAGE-OF-SUPPORT AUTHORIZED BY:

Signature

NOTE: Please print/type your message on a separate sheet and attach to order form. If you would like us to write an appropriate message for you, please indicate this in the space above marked "Other instructions."

Message-of-Support

Size & Cost

SPACE	COST	WIDE	DEEP
Full Page	\$765	7"	10"
2/3 Page	\$650	4-5/8"	10"
1/2 Page Island	\$535	4-5/8"	7-1/2"
1/2 Page	\$495	7"	4-7/8"
1/3 Page	\$420	4-5/8"	4-7/8"
1/6 Page	\$305	2-1/4"	4-7/8"
1/12 Page	\$210	2-1/4"	2-3/8"

NOTE: PLEASE ADD 7% GST TO ABOVE RATES WHEN REMITTING PAYMENT.



Return order form to:
Association of Kin Clubs
KIN Magazine
Box KIN
Cambridge, Ontario
N3H 5C6



Policy

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO:	Chairman and Members Finance and Administration Committee	YOUR FILE:
FROM:	Mr. John Thompson, Secretary Finance & Administration Committee	OUR FILE: PHONE: 546-2747
SUBJECT:	POLICY ON PURCHASING ADVERTISEMENTS	DATE: 1991 January 21

At its Budget Review meeting held 1990 February 23, the Finance and Administration Committee reduced the 1990 advertising budget of the City Clerk's Department by \$10 000 due to budget restraints.

Consequently, in reducing the City's advertising appropriation by a substantial amount, the Committee directed that requests for the purchase of advertising space in special newspaper supplements, reports and publications be denied and that only necessary advertising occur due to the lack of funds, i.e. ads required by Statute, special ads for Council initiatives and public meetings, tender ads, etc.

John Thompson

DEC 18 1990

cc. Mr. Thompson, Secretary - F. & A. Committee from Mayor Morrow, Dec 18th 1990



DEC 17 1990

WINTER CITIES ASSOCIATION • L'ASSOCIATION DES VILLES D'HIVER

1933 Fifth St., SW, Calgary, AB, Canada T2S 2B2

Mayor Morrow

Dear ~~Mr. Mayor~~,

Turning Winter into a Winner

The Winter Cities Association has developed a strong network of world winter communities. Fifty leading municipalities have joined the organization recently, including winter cities which are at the forefront of competing successfully in the emerging global marketplace while dealing sensitively with the environment.

Cities and smaller municipalities have benefited from membership in our association along with corporate, professional, institutional and individual members. This diverse combination expands our networking base and supports increased services to all members.

One example is WCA's magazine, which four times a year explores in depth innovations and developments that meet the challenge of winter and exploit the opportunities of our longest season.

Recent reports in the magazine presented ideas for "winterizing" urban waterfronts, increasing the pleasures derived by citizens and other tourists. Other reports examined the elderly in winter and highlighted northern technology, parks, transportation modes and other urban features. Circumpolar communities of all sizes are kept in mind as well. In future issues, practical reports of winter tourism success stories will be the focus of the winter 1991 issue, and the spring issue will present solutions to environmental problems and policies for successful sustainable development in northern communities.

WCA has initiated the launching of a snow and wind institute in Guelph, Ontario with a mandate to compile and distribute information to our members internationally on snow and wind control technology. It is predicted this technology could benefit your city as well as other governments and private firms. By joining this unique Association, your city and its citizens will be updated continually to practical ways to minimize the discomforts of winter and cut costs. By participating, you also strengthen the Winter Cities movement which has shown phenomenal growth in recent years.

To gain these and other benefits, complete and return the enclosed membership application form. This is your opportunity to turn winter into a winner in your winter city.

Sincerely,

Harold A. Hanen

Harold A. Hanen
President



How Winter Cities Association can HELP you and your city.



- ✓ **HELP** improve competitiveness through improved amenities and climate-cost reducing schemes.
- ✓ **HELP** make your citizens proud and happy to be part of your city—the economics of amenity.
- ✓ **HELP** find ways to attract the most suitable types of industry.
- ✓ **HELP** to keep in step with the forward march of technology and with your sister winter cities around the world.
- ✓ **HELP** to tap the vast fund of solutions and ideas being generated by other winter cities and by researchers.

WINTER CITIES ASSOCIATION
L'ASSOCIATION DES VILLES D'HIVER

ANNUAL MEMBERSHIP FEES

1. Cities, Municipalities

Category

A over 1,000,000 population	\$2,000
B 500,000 to 1,000,000	1,000
C 250,000 to 500,000	500
D 125,000 to 250,000	250
E under 125,000	125

2. Other

Corporations, Institutions and Associations	\$175
Individuals	60
Students	30

3. Subscriptions to Winter Cities Magazine

One-year	\$40
Two-years	75
Three-years	100

Complete, detach and return this **MEMBERSHIP APPLICATION FORM:**

To: **WINTER CITIES ASSOCIATION**
L'ASSOCIATION DES VILLES D'HIVER
1933 Fifth St. SW,
Calgary, AB, T2S 2B2

YES...

I hereby apply for membership in the
WINTER CITIES ASSOCIATION

Name

Title

Address

.....

Postal Code

City or Municipality

City or municipality

Population

Applicable Membership Fee

WINTER CITIES WORKING TOGETHER



WINTER CITIES ASSOCIATION • L'ASSOCIATION DES VILLES D'HIVER

1933 Fifth St., SW, Calgary, AB, Canada T2S 2B2

TURNING WINTER INTO A WINNER

The winter regions are the most beautiful, the most stimulating and the most healthful regions of the world. Yet despite myriad resources and opportunities, they have been widely misunderstood, unappreciated and their potential unrealized.

Within a decade, the Winter Cities Association has firmly established itself in northern North America, Europe and Asia, dedicated to orderly and sensitive development of winter regions, maximizing their advantages and opportunities while minimizing their climate discomforts.

The Winter Cities Association (WCA) is an international non-profit organization, founded in Ottawa and based in Canada with members in 140 cities in 13 northern countries. Its members include municipal officials; professionals, consultants, and manufacturers that specialize in serving cities and municipalities; academics and others interested in the winter cities movement.

New Technologies, New Cost-Cutting Methods

WCA publishes and disseminates vital information from around the world. Publishing activities include occasional papers and Winter Cities magazine which, in four issues each year, presents trends, case histories, success stories, recent research and practical applications. With its unique focus on cold region technology, WCA is able to scan existing literature and stimulate research into untapped areas.

Thinking Globally and Acting Locally

The Winter Cities Association represents cities and citizens, academics and special interest groups around the globe but fosters the local affiliate groups which have spread rapidly across the circumpolar world. Their efforts build strong public support for programs and projects to improve livability and viability in cities and communities where winter is a major season...CITIZEN INVOLVEMENT IS A POWERFUL FORCE THAT FORWARD-THINKING CITIES ARE HARNESSING.

TURNING WINTER INTO A WINNER

(please see reverse)

A Window on Research

Research establishments, private industry and universities are involved in many winter city research projects. WCA seeks to identify, facilitate and coordinate such research and report findings. Within the network are several developing resource bases that mutually coordinate their efforts.

Show and Tell

WCA organizes and/or promotes international, national and regional conferences, exhibitions, workshops and expositions on "winter cities". Your city may wish to host such a conference. Be sure to let WCA know about it. Contact WCA Conference Committee to be put on the "future conference" list.

Swelling List of Members

The Association has realized the importance of supporting the efforts of winter cities' civic leaders and administrators at this time of global change. Major winter cities such as Montreal, Winnipeg and Calgary, and a number of smaller cities and communities are leading and energetic members.

Act now – Forward order herewith – Your city can benefit to the extent of many times the modest membership fee...

TURNING WINTER INTO A WINNER



WINTER CITIES ASSOCIATION • L'ASSOCIATION DES VILLES D'HIVER

1933 Fifth St., SW, Calgary, AB, Canada T2S 2B2

WINTER CITIES WORKING TOGETHER

WINTER CITIES KNOW IT PAYS TO WORK TOGETHER TO BRING NORTHERN SOLUTIONS TO BEAR ON NORTHERN PROBLEMS. Being sidetracked by southern solutions often results in the longer term in waste of precious time, effort and dollars.

They work together through the WINTER CITIES ASSOCIATION which now circles the globe linking all major northern countries and regions. Through W.C.A. and its magazine and other informational and networking services they draw on expertise and new ideas that allow them to keep in step with the leaders in an increasingly competitive world.

Letters recently received affirm that Winter Cities Association is gaining in size and stature: Here are two:

From Sun Lingyu, Deputy Secretary General, Jilin Municipal Government, Jilin, China (Sept. 11, 1990): "Jilin as a typical winter city, is greatly looking forward to joining and becoming a member of the Winter Cities Association and will make every effort to develop winter activities."

From Dr. Gennardi P. Lusin, Director, Institute of Economic Studies, Kola Science Centre, USSR Academy of Sciences, Apatity, Murmansk Region, USSR. (Sept. 1, 1990): "...our attention to Winter Cities Association activities is much greater now. I believe it would be useful to discuss with you general approaches and details of possible cooperation with Winter Cities Association" (the letter contains an invitation to W.C.A. to visit Apatity).

The list of mayors, cities and other municipalities that have recently joined the Winter Cities Association grows even longer. Here is a partial list:

Alberta:

City of Calgary
City of Edmonton
City of Medicine Hat
County of Strathcona
Town of Peace River
Town of Vegreville

British Columbia:

Municipality of Whistler

Manitoba:

City of Portage la Prairie
City of Thompson
City of Winnipeg

New Brunswick:

Bathurst, City
Edmunston City
Moncton City

Newfoundland:

Cornerbrook City
St. John's City

WINTER CITIES WORKING TOGETHER

Some more cities and other municipalities that have recently joined the Winter Cities Association:

Ontario:

City of Brantford
City of Kingston
City of Kitchener
City of Nepean
City of North Bay
City of Peterborough
City of Sault Ste. Marie
City of Stoney Creek
City of Sudbury
City of Thunder Bay
City of Timmins
City of York
Town of Dryden
Town of Hearst
Town of Iroquois Falls
Town of Kirkland Lake
Town of Manitouwadge
Town of Oakville

Quebec:

Montreal, City
Quebec City

Saskatchewan:

City of Regina
North Battleford City
Prince Albert City
Saskatoon City
Town of Kindersley

Northwest Territories:

City of Yellowknife

Yukon:

City of Whitehorse
Town of Watson Lake

OUTSIDE OF CANADA

Unites States:

City of Anchorage, AK
City of Frisco, CO
City of Minneapolis, MN
City of Spokane, WA

Norway:

Tromso

Sweden:

Lulea Kommun, Lulea

Japan:

Sapporo (honorary)

China:

Daging

JOIN THIS GROWING GROUP.

Complete and return your membership form herewith...

WINTER CITIES WORKING TOGETHER

9.

CITY OF HAMILTON
- RECOMMENDATION -

JAN 04 1991

DATE: 1991 January 3

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Lease City Owned Land to Carlo Del Sordo
- Stone Church Road East

RECOMMENDATION:

- a) That the City of Hamilton lease .1949 acre of land on Stone Church Road (part of Part 5, 62R-4187) to Carlo Del Sordo for a five (5) year period commencing May 1, 1991, at a rate of \$400.00 per annum plus realty and business taxes.
- b) That the Lease Agreement will contain the following conditions:
 - i) The City has the right to cancel the lease upon six (6) months notice.
 - ii) The Lessee (Carlo Del Sordo) will deposit a notice of the lease at his expense on his adjoining property namely 1249 Stone Church Road East and register a notice of lease on the City's property.
 - iii) The use of the City property is for driveway access and landscaping only.
 - iv) The Lessee will landscape that area of the leased spaces not currently used for driveway access.
- c) That the City Solicitor be authorized to prepare the necessary Lease Agreement.
- d) That the Mayor and City Clerk be authorized to execute the Lease Agreement.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

That the noted revenue be credited to Account Number CH 44104 31100 (Civic Properties Other).

BACKGROUND:

Upon inspecting the driveway approach for the Commercial property at 1245 Stone Church Road East, owned by Carlo Del Sordo, the Traffic Department determined that part of his driveway was encroaching on the adjacent City property. The Fire Department operates the Stone Church Fire Training facility on the aforesaid City property.

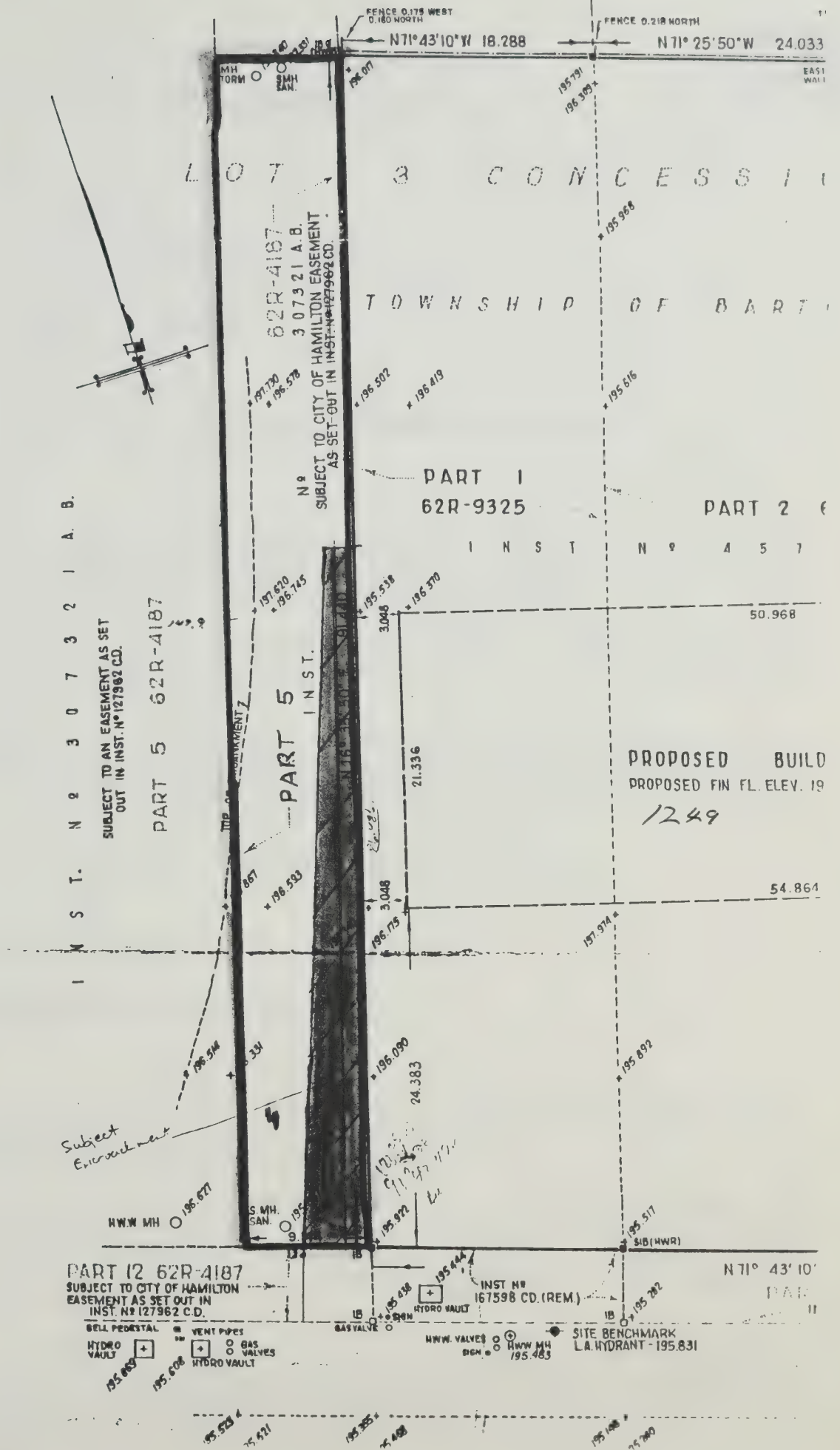
The actual driveway encroachment amounts to an area of .0455 acre (1,981 square feet), as shown on the attached plan which is part of Part 5, 62R-4187 and subject to an easement in favour of the Region for water and sewer purposes. The Fire Department has no immediate use for these lands and supports the lease for five (5) years with the provision of a six (6) month termination clause.

The remaining lands form part of a "No Man's Land" between the Fire Department's parking lot and Mr. Del Sordo's property. We are of the opinion that this particular area should be landscaped and as a result, we are recommending this area should form part of the lease.

Attach.

c.c. - Mrs. P. Noé Johnson, City Solicitor
- Mr. E. C. Matthews, Treasurer
- Chief G. Baker, Fire Chief
- Ms. L. MacNeil, Property Clerk, Surveys
- Mr. M. F. Main, P. Eng., Director of Traffic Services
Attention: Mr. T. Arnold

(4504)



10(a)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

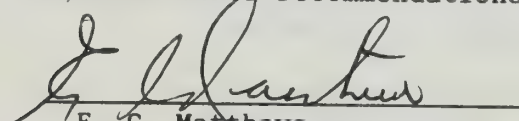
FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: Resolution from the Town of Vaughan-Property Taxes

RECOMMENDATION:

That the City of Hamilton support a resolution from the Town of Vaughan requesting the Government of Ontario to establish a commission which would include elected school board and Municipal representatives to:

- a) Address the issue of increases in property taxes in recent years and the significant decreases in the Ontario Government's share of funding towards education in the Province.
- b) Make recommendations to government as to the best and most effective way in achieving the government's goal of restoring funding for education purposes from the present level of 40% to the previous level of 60% over a period of time.
- c) Make other recommendations on overall education financing.


E. C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

Attached is a copy of a letter dated November 28, 1990 from the Clerk of the Town of Vaughan requesting that the City consider supporting a resolution which they have approved with respect to property taxes.

This resolution provides for the establishment of a commission to assist the Ontario Government in it's goal of increasing it's share of education funding to 60% as promised during the recent election campaign. Members of this proposed Commission would include elected school board and Municipal representatives.

In view of the significant decreases in education funding by the Province over the past few years and the resulting financial hardships faced by taxpayers who have had to absorb these shortfalls through excessive property tax increases, I would recommend that the City of Hamilton support this resolution.

Att'd



RECEIVED

DEC - 4 1990



CITY CLERKS

November 28, 1990

Mr. Keith Avery, Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

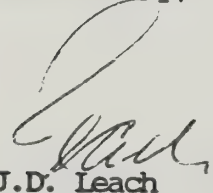
Dear Mr. Avery:

RE: PROPERTY TAXES

For your attention please find enclosed an extract of Town of Vaughan Council minutes for its regular meeting held on 20 November 1990 setting out a course of action Council is desirous of implementing to assist the Ontario Government in its goal of increasing its share of education funding. It would be appreciated if you could place this matter before your Council/Board for consideration.

Thank you for your co-operation.

Yours truly,


J.D. Leach
Town Clerk

JDL/km

ENCL.

EXTRACT FROM COUNCIL MEETING MINUTES 20 NOVEMBER 1990

40. MOTION - PROPERTY TAXES

Council resolved:

WHEREAS property taxes have increased sharply and steadily in recent years; and

WHEREAS such increases have been causing severe hardships for many people especially those on a fixed income or new families starting out; and

WHEREAS such high property taxes make it difficult if not impossible for many people to afford a home; and

WHEREAS the Ontario government's share of funding towards education in Ontario has decreased significantly in the past 10 years, namely from 60% to a present approximately 40%, thus forcing school boards to make up such loss by increasing property taxes beyond justifiable inflationary levels; and

WHEREAS education is clearly a provincial jurisdiction and responsibility; and

WHEREAS school taxes are usually the largest component in the typical property tax bill (68% in Vaughan); and

WHEREAS the leader of the NDP the Honourable Bob Rae promised during the recent election campaign to restore the government level of funding of education to 60% over time; and

WHEREAS it is recognized that such is not easily possible.

In order to assist the government in this task BE IT THEREFORE RESOLVED THAT the government of Ontario establish a commission which would include elected school board and Municipal representatives in addressing this critical issue and make recommendations to government as to the best and most effective way in achieving the government's goal of 60% funding or better and also make other recommendations on overall education financing.

BE IT FURTHER RESOLVED THAT this be circulated to the Honourable Bob Rae, the Premier of Ontario, the Honourable Floyd Laughren, the Deputy Premier, Treasurer and Minister of Economics, the Honourable Marion Boyd, the Minister of Education, the Honourable Gregory Sorbara, M.P.P York Centre, Municipalities and School Boards in the G.T.A., Municipalities and School Boards in Ontario with a population in excess of 50,000 and respective Associations' of School Boards.

ACTION DEPT. _____

INFO. DEPT. _____

FOR NEXT COUNCIL _____



City of Toronto

Department of the City Clerk
City Hall
Toronto, Ontario
Canada M5H 2N2

Telephone: (416) 392-7020
Fax: (416) 392-6990
TDD: (416) 392-7354

RECEIVED
JAN 8 1991
CITY CLERKS

Barbara G. Caplan
City Clerk
Sydney K. Baxter
Deputy City Clerk

Reply to: C. Dodds, 392-7031

Please refer to: 90newbus26-83d:4

January 3, 1991

To: All Cities in Ontario with a population over 50,000

City Council, at its special meeting held on December 10, 12, and 14, 1990, had before it communications (December 10, 1990) from Councillor Amer and (undated) from Margaretta Kaszercki-Pyron, Regional Vice President of National Association of Broadcast Employees and Technicians (NABET), CLC, regarding the recent decision by the CBC to close its Toronto French-language TV bureau.

Council took the following action:

1. Expressed its disappointment with the recent decision by the CBC to close CBLFT-TV, and agreed to work in collaboration with le comite francais de l'hotel de ville to take whatever steps may be necessary to ensure that local French television broadcasting is restored to Toronto;
2. Requested the Federal Government to take all necessary measures to preserve local CBC/Radio-Canada television broadcasting in Toronto and in all other areas deprived of such service by Federal Government cutbacks and by the decisions of CBC management;
3. Requested that any possible legal challenge to the closure of CBLFT-TV and all other affected CBC locations, on the basis of the broadcasting commitment and mandate of the CBC, be investigated; and
4. Requested that a copy of this resolution be circulated to all other cities in Ontario, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, local members of Parliament, the Joint Council of CBC Unions, ACTRA, CUPE, NABET, ATPD/NRPA, Guild, the Labour Council of Metropolitan Toronto and

January 3, 1991

York Region, and the francophone community
representatives for support.

Council's action is forwarded to you for your information and any
necessary action.

Yours truly,


City Clerk

RL/rb
IR

All Cities in Ontario with a population over 50,000
Ms. Kathleen Hunter, Executive Director, Association of Municipalities
of Ontario, 100 University Avenue, Ste. 805, Toronto M5J 1V6
Mr. Jim Knight, President, Federation of Canadian Municipalities,
24 Clarence Street, Ottawa K1N 5P3
Local Members of Parliament
Ms. Meg Hogarth, President, ACTRA, 2239 Yonge St., Toronto M4S 2B5
Roger Packer, President, CUPE Local 677, 105 Carlton Street,
Ste. 400, Toronto M5B 1M2
Margarette Kaszecki-Pyron, Regional Vice President,
National Association of Broadcast Employees and Technicians (NABET)
245 Fairview Mall Dr., Ste. 414, Willowdale M2J 4T1
ATPD/NRPA, Guild
Linda Torney, President, Labour Council of Metro Toronto &
York Region, 15 Gervais Drive, #407, Don Mills, Ontario M3C 1Y8
Anne L. Ladouceur, President, Le Conseil des ecoles francaises de la
communaute urbaine de Toronto, Concorde Gate, bureau 207,
Don Mills, Ontario M3C 3N6

MARKHAM

RECEIVED

DEC 17 1990

(Xc)
G. F. Roseblade, C.M.O., C.M.C.
Town Clerk
Christine Palmer, A.M.C.T.
Deputy Clerk

CITY CLERKS

November 27th, 1990

All Municipalities in the Province
of Ontario with a Population over
50,000

The Council of the Town of Markham, at its meeting held on
November 27th, 1990 passed the following resolution:

"WHEREAS the Federal Government has announced a Goods and
Services Tax, which is to be revenue neutral, yet will impact
every Canadian citizen, including all taxpayers of Markham;

AND WHEREAS the Federal Government has acknowledged that the
cost per year to collect the GST will exceed three billion
dollars, which will have to be borne by all Canadians including
the taxpayers of Markham;

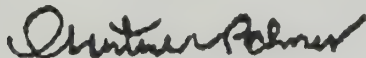
AND WHEREAS the Federal Government announced last week that a
further three-hundred and sixty-five million dollars will have
to be spent to complete the mechanism to collect the GST, which
taxpayers of Markham like all Canadians, will have to
underwrite;

AND WHEREAS the Chairman of the Finance Committee of the Town
of Markham has projected the cost of the GST to the taxpayers
of Markham as being \$700,000.00 a year in additional realty
taxes which represents approximately 2.75% of GST taxable
expenditure;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of
Markham declare its strong opposition to the implementation of
the GST, and further that the Prime Minister of Canada, the
Finance Minister and all municipalities over 50,000 be notified
accordingly."

Your consideration of the foregoing resolution and endorsement
thereof would be appreciated.

Yours very truly,



(Mrs.) Christine Palmer
Deputy Clerk

11.

CITY OF HAMILTON
- RECOMMENDATION -

JAN 03 1991

DATE: 1990 December 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
French Sub-Committee

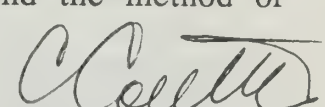
SUBJECT: **FRANCOPHONE ASSOCIATION OF
MUNICIPALITIES OF ONTARIO - MEMBERSHIP**

RECOMMENDATION:

- a) That the City become a member of the Francophone Association of Municipalities of Ontario; and,
- b) That the Finance and Administration Committee recommend the method of financing the \$700 membership fee.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

\$700 based on the francophone population in the City of Hamilton.



BACKGROUND:

The Francophone Association of Municipalities of Ontario was officially founded during its Convention held on 1990 August 18 - 19. The Association has its own constitution and is duly incorporated as a non-profit organization. The Association will collect and prepare informational and developmental resources for the benefit of members of the Association.



Association française des municipalités de l'Ontario/
Francophone Association of Municipalities of Ontario

RECEIVED

November 9, 1990

NOV 26 1990

CITY CLERKS

To all Clerks of Ontario municipalities within the designated areas

We are happy to inform you that the Francophone Association of Municipalities of Ontario was officially founded during its Convention held on August 18 and 19, 1990.

The Association now has its own Constitution and is duly incorporated as a non-profit organization. Twelve members form its new Board of Directors and are representative of the different administrative regions of the province.

We have set up many study committees in order to promote the development of municipal councillors and administrators and help them become more and more competent in their own field. For this purpose, a vital project for our Association will consist in collecting or preparing different types of informational and developmental resources for the benefit of our members. The economic development of AFMO/FAMO member-municipalities will be one of our top priorities. We therefore need the kind cooperation of each and everyone.

Similar to other organizations wishing to offer the best of services to their members, our Board of Directors set up a membership fee schedule based on the number of Francophones within each of the municipalities. Its base is 100,00\$, with 200,00\$ increments according to the levels of the Francophone population with a maximum of 5000,00\$. (See attached schedule).

We hope that your Municipality will agree to become a member of our Association, thereby allowing it to receive all pertinent documentation and to participate in all AFMO/FAMO activities, with the right to vote at the annual Convention.

Welcome to all!

The President of AFMO/FAMO,

Gisèle Lalonde

12.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Chairman and Members
Finance and Administration Committee

YOUR FILE:

FROM: Mr. John Thompson, Secretary
Finance & Administration Committee

OUR FILE:
PHONE: 546-2747

SUBJECT: CANADIAN COUNTRY MUSIC
WEEK CONVENTION

DATE: 1991 January 21

Mr. Gabriel Etele of the Country Music Week '91 Host Committee has requested that he be given the opportunity to appear before the Finance and Administration Committee to discuss the attached executive summary on the Country Music Week '91.

Mr. Etele has advised that the attached summary is the correct and detailed information on the event, its structure and budget.

By way of background information, I would advise that the Finance and Administration Committee at its meeting held 1990 November 22 agreed to submit the following recommendation to City Council for approval:

- (a) That a grant in the amount of \$22 500 to be used to offset expenses associated with the President's Dinner and Citation Awards to be provided during the Canadian Country Music Week Convention to be held in the City of Hamilton at the Hamilton Convention Centre 1991 September 10 - 16, be approved.
- (b) That this grant be financed from the 1991 Budget Allocation for Civic Receptions and Delegation Hosting.
- (c) That, as a condition of approval, the Treasurer be authorized and directed to recover the full amount of the City's contribution from the first \$22 500 profit realized from this Convention.

At its meeting on 1990 November 27 City Council referred back the above recommendation for further review.

At its meeting on 1990 December 6 the Finance and Administration Committee, after reviewing the grant request, directed that the following recommendation be presented to City Council for approval:

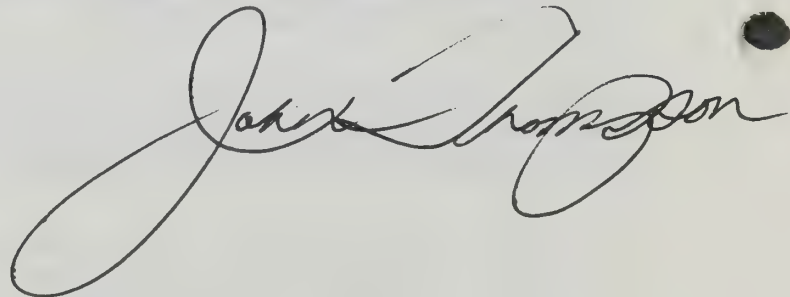
14. That the request for a grant in the amount of \$22 500 to be used to offset expenses associated with the President's Dinner and Citation Awards to be provided during the Canadian Country Music Week Convention to be held in the City of Hamilton at the Hamilton Convention Centre 1991 September 10 - 16, be denied.

NOTE: At its meeting 1990 November 27, City Council referred back Section 11 of the Twenty-Sixth Report of the Finance and Administration Committee which recommended approval of the above grant for further review.

The above recommendation is consistent with the General Criteria for the consideration of grants which states: "consideration will not be given to a similar application which has also been submitted to the Regional Municipality of Hamilton-Wentworth."

In this regard, the Region, through its Economic Development Department, has committed \$20 000 toward this Convention.

The above recommendation was adopted by City Council 1990 December 11.

A large, stylized handwritten signature in black ink, appearing to read "John Thompson". The signature is written in a cursive style with a large loop at the beginning and end.

att.

COUNTRY MUSIC WEEK '91 - HAMILTON

BASIC SCHEDULE OF EVENTS (November 21, 1990)

Wednesday, September 11, 1991

9:00 a.m. - 5:00 p.m.	Registration
noon - 1:30 p.m.	Lunch-time Country Concert (open to public)
	Canada Cup Games?/CPI Concert

Thursday, September 12, 1991

9:00 a.m. - 5:00 p.m.	Registration
noon - 1:30 p.m.	Lunch-time Country Concert (open to public)
Noon - 2:00 p.m.	CMW '91 Opening Ceremonies & Reception
8:00 p.m. - 11:00 p.m.	Award Winners Concert (Fox, Wright, Prairie Oyster)

Friday, September 13, 1991

8:00 a.m. - 5:00 p.m.	Registration
8:00 a.m. - 10:00 a.m.	Continental Breakfast
9:00 a.m. - 10:30 a.m.	Keynote Spkr. w/All Star Band/w'89 winners.)
10:30 a.m. - noon	Seminars
Noon - 1:30 p.m.	Lunch-time Country Concert (open to public)
Noon - 2:00 p.m.	Musicians Citation Luncheon
2:00 p.m. - 4:00 p.m.	Seminars
3:00 p.m. - 10:00 p.m.	Bud Country Talent Search Semi-Finals (open to public)
11:00 p.m. - 2:00 a.m.	Calgary Hospitality Suite

Saturday, September 14, 1991

8:00 a.m. - 5:00 p.m.	Registration
8:00 a.m. - 10:00 a.m.	Continental Breakfast
10:00 a.m. - 3:00 p.m.	Country Fair-outdoor (open to public)
9:30 a.m. - 11:45 a.m.	Seminars
Noon - 2:15 p.m.	Broadcasters Citation Luncheon
2:00 p.m. - 6:00 p.m.	Network '91
8:00 p.m. - 10:00 p.m.	Bud Country Talent Search Finals (open to public)

Sunday, September 15, 1991

8:00 a.m. - 5:00 p.m.	Registration
8:00 a.m. - 10:00 a.m.	Continental Breakfast
10:00 a.m. - 11:30 a.m.	Sunday Country Gospel (open to the public)
11:30 a.m. - 2:00	Vista Showcase Luncheon
2:00 p.m. - 4:00 p.m.	Round Table Seminars
6:00 p.m. - 7:00 p.m.	Reception-cash bar
7:00 p.m. - 10:00 p.m.	President's Dinner & Citation Awards
10:00 p.m. - ?	Hamilton Hosts CMW "Walk About"

Monday, September 16, 1991

9:00 a.m. - 5:00 p.m.	Registration
10:00 a.m. - 11:00 a.m.	Continental Breakfast
11:00 a.m. - 3:00 p.m.	A.G.M.
	Continental Snack available ?
7:30 p.m. - 8:30 p.m.	Pre-Champagne-Reception (w/smoking avail)
8:30 p.m. - 11:00 p.m.	CCMA Awards Show (open to the Public)
11:30 p.m. - 2:00 a.m.	Post Awards Gala Reception

*Schedule revised November 17, 1990



Downtown Hamilton Business Improvement Area.

P.O. Box 1023, Station A, Hamilton, Ontario L8N 3R4 Telephone (416) 523-1646

COUNTRY MUSIC WEEK 1991 (Hamilton)

EXECUTIVE SUMMARY

A unique PARTNERSHIP for Hamilton's Country Music Week '91 includes the following:

Canadian Country Music Association (C.C.M.A.)

Hamilton Entertainment & Convention Facilities Incorporated (H.E.C.F.I.)

Region of Hamilton-Wentworth (Tourism & Convention Services)

City of Hamilton (Culture & Recreation)

Downtown Hamilton Business Improvement Area (B.I.A.)

The complete planned program for the week and proposed budget are included following this summary.

The financial arrangements for this event involve the advancement of "seed funds" from the five partners with a 50/50 sharing of net profits. In summary this involves the following amounts:

C.C.M.A.	\$25,000
H.E.C.F.I.	\$25,000
H-W REGION (Tourism)	\$20,000
CITY (C & R)	\$10,000
Downtown BIA	<u>\$15,000</u>
 TOTAL	 \$95,000

There is a policy with CCMA that the host committee agree to a "FINANCIAL GUARANTEE" which ensures the 'host' facility that in the event that the conference is cancelled, then any cost commitments to date are paid by this guarantee. This refers to deposits with hotels for facilities, rooms and any pre-marketing commitments.

This financial guarantee has remained just that-a guarantee-it has never been required to be used in the history of the CCMA.

The \$95,000 "seed" funding, has been raised to significantly enhance "Country Music Week" in Hamilton and marks a brand new approach to creating the best event ever.

**In 1987, The City of Hamilton offered a \$10,000 commitment during the bid process to bring "Country Music Week" to Hamilton.*

The "You Gets" for these partners are as follows:

1. CCMA - the production of a premiere conference and a payback of "seed" funding plus a percentage share in net profits
2. H.E.C.F.I. - payment for all facilities (significant increase over "seed" funds advanced), plus a 50/50 share in net profits
3. REGION - significant promotion that fulfills their Convention and Tourism mandate, plus a percentage share in net profits
4. CITY - promotion of the City at both a national and a provincial level with accruing economic benefits, plus a percentage share in net profits
5. B.I.A. - promotion of the "CITY CENTRE" core through the integration of such a high profile event with the existing and successful "Music in the City" concert series, plus a percentage share in net profits

The Host Facilities, ie. H.E.C.F.I. and the Hotels, will enjoy national Television exposure through contra arrangements with the CTV Network.

**According to information provided by the Region-Tourism and conventions, based upon conventions of a similar number of delegate (conservatively estimated at 500); duration of stay and facilities required, etc., the economic spin-off for the Region from Country Music Week-91 is estimated to be approximately 3.1 MILLION DOLLARS .*

The projected Net profit to be shared 50/50 = \$98,361

Some of the benefits of this major event are:

- "Country Music Week" requires a permanent home in 1993- this is an opportunity to PROVE our commitment as a community to bringing Country home to Hamilton. The longterm economic benefits should Hamilton become the permanent home, are significant
- This conference is the PREMIERE showcase for the Canadian Country Music Industry
- The Canadian Country Music Awards are NATIONALLY TELEVISED on the CTV NETWORK
- 600 to 800 key star performers and industry executives are attracted to this event.
- Hamilton's "CITY CENTRE" core will be showcased to Canadian and International Country Music ambassadors through:
 - H.E.C.F.I. being the HOST facility (the delegates have never experienced this event outside of a hotel facility)
 - All three major Hotels (Sheraton, Royal Connaught, Holiday Inn) will house the delegates
 - Downtown 'City Centre' areas will feature 'COUNTRY' during the summer months leading up to the event through the 'MUSIC IN THE CITY' Concert Series.
 - The five Southern Ontario country music radio stations will be featuring Country Music in the City Centre throughout the period leading up to the event. This will bring a special focus to Hamilton as "The Country Capital of Canada"

The Mutually beneficial partnership that has been forged to bring "Country Music Week" to Hamilton, hopefully, will prove to that new and innovative approach needed to bring future economic benefits and focus and prosperity to our Hamilton-Wentworth Community.

COUNTRY

MUSIC

WEEK '91

SEPTEMBER 11th. - 16th 1991
HAMILTON, ONTARIO

PROPOSED SCHEDULE OF EVENTS
PROPOSED BUDGET

COUNTRY MUSIC WEEK '91 HAMILTON

Country Music Week 91 Budget Estimate

<u>REVENUE</u>		<u>AMOUNT</u>	<u>SPONSORSHIP</u>
Registration:	delegates (500 x \$210)	\$105,000	
	late registration (\$265)		
Other events (Delegates FREE/Open to Public):			
	-Thurs award winners-concert (Fox/Wright/Oyster) (1500x\$10)	\$15,000	
	+liquor revenue estimate	\$10,000	\$25,000
	-Fri Bud Country Talent Search-Semi-finals(JC) (250x\$5)	\$1,250	
	-Sat Country Fair-FREE to Delegates & Public	N/C	
	-Sat NETWORK '91 - Delegates only (10 booths x \$150)	\$1,500	
	-Sat Bud Country Talent Search-Finals (500x\$10)	\$5,000	
	-Mon Awards Show (1000x\$50)	\$50,000	
	post show reception (50x\$75)	\$3,750	
	+liquor revenue estimate	\$10,000	\$71,500
Fundraising (up to but not including cmw'91):		\$25,000	
Merchandising (6mos prior to & incl CMW'91):		\$5,000	\$30,000
Sub-Total:			\$231,500
7 G.S.T.:		7%	\$16,205
Seed Funding:			
	CCMA Advance	\$25,000	
	HECFI	\$25,000	
	HAM-WENTWORTH REGION	\$20,000	
	CITY OF HAMILTON	\$10,000	
	DOWNTOWN BIA	\$15,000	\$95,000
Government Grants:			
	Canada	\$20,000	
	Ontario	\$16,000	
	SOCAN	\$10,000	\$46,000
Total Base Revenues:		\$372,500	

Country Music Week '91

PROJECTED EXPENSES:

		AMOUNT	SPONSORSHIP
Registration (Materials & Equipment):		\$10,000	\$12,000
Press Conference - Aug 7		\$1,000	\$1,000
Opening Ceremonies (Gore Park)		\$1,000	\$1,000
Thursday - Award Winners Concert:	Talent Fees	\$15,000	
	Production costs	\$10,000	\$25,000
			\$15,000
Continental breakfasts (500x5)		\$2,500	\$2,500
Seminars		\$20,000	\$13,500
Luncheons:	Friday - Musicians Citation Luncheon	\$8,000	\$8,000
	Saturday - Broadcasters Luncheon	\$8,000	\$8,000
	Sunday - Vista Showcase Luncheon	\$15,000	\$12,500
Dinners:	Sunday - President's Dinner/Reception	\$20,000	\$5,000
Shows:	Saturday - Bud Country Talent Search Finals	\$12,000	
	Sunday - Sunday Country Gospel	\$1,500	\$1,500
	Wed-Fri - Gore Park Concerts	\$10,000	
AWARDS:	Monday - Show & Productions Costs (3 days Ham Plc)	\$25,000	N/A
	Post-Awards reception	\$35,000	\$10,000
	Artists Sponsorship		\$3,000
NETWORK '91 (Estimate - user pay basis) - Saturday			\$3,500
Media room		\$1,000	\$1,000
Convention Services		\$20,000	
Sound		\$20,000	\$10,000
House Band		\$5,000	
Mr. Music (Strolling entertainer-6days		\$500	
Transportation		\$10,000	\$5,000
Logo & Design		\$2,000	
Advertising		\$5,000	
Signage		\$10,000	
Program & CCMA Newsletter		N/C	
Hamilton Hospitality (Edmonton function)		\$6,000	
Trip Sponsor/Prize trip for two to Hamilton		\$1,500	\$2,000
Printing/Stationary		\$3,000	\$3,000
Ticket co-sponsor		\$2,000	\$5,000
Photography		\$1,000	
Insurance (Events Insurance)		\$2,100	
Legal & Accounting		\$3,500	
Hollis fee		\$12,000	
Event co-ordination		\$25,000	
Sponsorship commission		\$20,000	

Country Music Week '91

		<u>AMOUNT</u>	<u>SPONSORSHIP</u>
Estimated Expenses:		\$343,600	
% Administration	2.0%	\$6,872	
% Contingency	3.0%	<u>\$10,308</u>	
Estimated Expenses:		\$360,780	
% G.S.T.	7%	<u>\$25,255</u>	
Total Estimated Expenses:		\$386,035	
Base Revenues:		\$372,500	
% G.S.T. Rebate	57%	<u>\$14,395</u>	
Total Base Revenues:		\$386,895	
NET PROFIT/(LOSS)		\$861	
PLUS - Sponsorship:		\$122,500	\$122,500
		\$123,361	

NOTES:

Budget subject to CCMA Board approval
 Sponsorship subject to Labatts approval
 Contract Arrangements:

CCMA-seed fund repayment \$25,000

Profit 50/50 share (Host/HECFI & CCMA) \$98,361

FCM

RECEIVED

JAN 17 1991

JAN 17 1991

13.

CITY CLERKS

January 9, 1991

Memorandum to Municipal Councils

RADIO LICENCE FEES

Enclosed with this memorandum is a sufficient number of copies of a Communiqué on radio licence fees for distribution to each Council member, the Chief Administrative Officer and Clerk.

The licence fee municipalities must pay for radios used in police, fire and other emergency vehicles was drastically increased last year. The payment deadline of March 31, 1991 is fast approaching. While the federal government considers the matter closed, FCM does not. The March 31st deadline provides both FCM and the Minister of Communications with an opportunity to reconsider the implications of this unjustified levy.

At their meetings held in Markham in December, the National Board of Directors and the FCM Standing Committee on Municipal Finance both expressed deep dissatisfaction with the increase. As a result, the enclosed Communiqué was released to media following the meetings, and a letter was sent to every Member of Parliament, seeking their help in persuading the Prime Minister and the Minister of Communications to reconsider the matter before the deadline.

.../2

Federation of
Canadian
Municipalities

Fédération
canadienne des
municipalités

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
(613) 237-5221
Fax / Télécopieur: (613) 237-2965
Envoy 100: FCM.ADMIN
Telex: 053-4451
International Office:
Bureau international (613) 563-3506

Councillor Ray O'Neill
St. John's, Newfoundland
President
Président

Councillor Doreen Quirk
Markham, Ontario
First Vice President
Première vice-présidente

Le maire Margaret Delisle
Sillery (Québec)
Deuxième vice-présidente
Second Vice President

Alderman Ron Hayter
Edmonton, Alberta
Third Vice President
Troisième vice-président

Mayor George Ferguson
Abbotsford, British Columbia
Past President
Président sortant

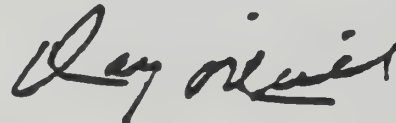
James W. Knight
Executive Director
Directeur général



FCM believes that a concerted effort by the municipal world at best might result in a negotiated agreement. At worst, federal ministers would be more conscious in future about similar policy decisions affecting municipalities taken without consultation or negotiation. I urge municipal members to write to the Minister of Communications and to seek the support of their local Members of Parliament in this effort.

A sample letter is enclosed for your Council's use. Also enclosed is a copy of a press clipping from the London Free Press regarding this subject.

We ask that a copy of your correspondence to the federal government on this subject be sent to the FCM Secretariat, to the attention of Massimo Bergamini, Senior Policy Analyst.

A handwritten signature in dark ink, appearing to read "Ray O'Neill", is written above the printed name.

Councillor Ray O'Neill
President

COMMUNICATIONS

Radio fees rile municipalities

The cost for emergency radio licences in London would jump to \$52,070 from \$236.

By Chip Martin
The London Free Press

London and other municipalities across Canada will be sending hundreds of thousands more taxpayer dollars to Ottawa to pay licence fees for emergency radio services.

The federal government, anxious to recover costs associated with assigning and monitoring the public airwaves, says the move is aimed at eliminating an unfair subsidy.

But representatives of municipalities say the move is unfair because it is a tax on emergency services and because the dramatic increase comes at a time of an economic downturn. In London's case, the fee will increase by \$51,834.

MONEY GRAB: "It's a money grab, nothing more than that," says Massimo Bergamini, a senior policy analyst with the Federation of Canadian Municipalities. His organization is fighting the new fees and advising members not to pay them until the deadline of March 31, 1991.

"It's a new tax on emergency services," Bergamini said, noting the new fees will raise several million dollars across Canada.

Municipal officials he's spoken to across Canada are "upset and angered. It is the one issue (involving the federal government) that has really stuck in the craw of a lot of people."

London is facing a whopping increase. In recent years the city paid a flat fee of \$236 for the 944 radios carried in vehicles and by personnel of the police, fire and engineer's department, London Transit and the London Public Utilities Commission.

This year, the federal department of communications wants a total of \$52,070 to license those London radios and their base stations.

FANTASTIC INCREASE: "In terms of an increase, it's fantastic," says London treasurer Stan Readings. "It's a necessity (emergency radio service), so I think we're stuck with it."

The radios can be found in everything from police cruisers to garbage trucks to sewer repair



File photo

London Councillor Grant Hopcroft says the new licence fees will have "a tremendous impact" on local budgets.

vehicles to fire rescue trucks and snowplows. The \$39-per-unit licence fee even applies to the eight radar detectors used by city police.

Jeanne Looper, London district director for the federal communications department, said token fees were eliminated in 1986 for radios used by federal and provincial governments and last year it was decided to end the "hidden subsidy" for municipalities.

He said municipalities were using nearly six per cent of available radio frequencies but were paying less than one per cent of all licence fees. He noted the government permitted municipalities a one-year delay to pay the new fees.

Grant Hopcroft, a London councillor and former board member of the municipalities federation said the new fees will have "a tremendous impact" on local budgets and the increases should either be dropped or kept to the level of inflation.

Meanwhile, the federation has asked Communications Minister Marcel Masse to rescind the new fees and outlined the municipal position in letters to every member of Parliament. It's upset about a lack of consultation and time for response.

"We are still active on this," Bergamini said. "Essential services should not be taxed."

(SAMPLE LETTER ON RADIO LICENSE FEES SENT TO ALL
MEMBERS OF PARLIAMENT)

December 12, 1990

Not recognizing that there is a difference between the delivery of pizza and the provision of emergency services, the Minister of Communications has unilaterally cancelled the public sector rate for municipal radio licenses. Simply put, on that day, the federal government decided to levy a massive tax on health and public safety.

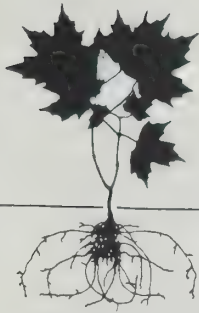
These amendments to the General Radio Regulations are abhorrent because the municipal services which require these radio frequencies are of an essential and emergency nature: fire, ambulance, police and public works. They are unacceptable because they impose onerous new burdens on municipalities.

To cite one example, the City of Calgary's costs are projected to rise from \$2,500 to \$250,000, an increase of 10,000%. These massive increases come at a time when pressures on municipal budgets have strained to the limit their capacity to pay for essential services.

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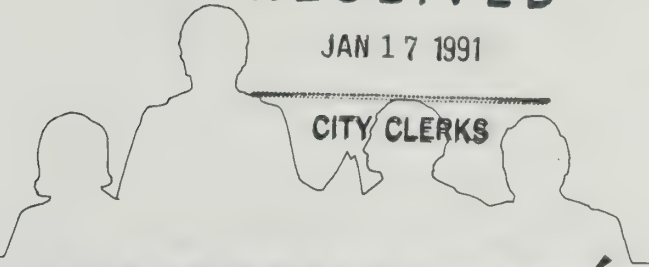
JAN 17 1991



FCM

Federation of
Canadian
Municipalities

Fédération
canadienne des
municipalités



CITY CLERKS

COMMUNIQUE

December 6, 1990

FOR IMMEDIATE RELEASE

ON THE WRONG WAVELENGTH

"Time is running out for ministerial action if this government is not to become the first in Canadian history to tax health and safety to pay its debts." FCM President Ray O'Neill was referring to the new Radio licence fees, commonly known in municipal circles as "the Department of Communication health and safety tax".

The occasion of Councillor O'Neill's comments was a meeting of FCM's National Board of Directors in Markham, Ontario. The governing body of the national organizations representing over 70% of Canada's municipal voters again registered its strong objections to a dramatic hike in fees paid by municipalities to licence police, ambulances and fire protection services.

Municipalities have been given until the end of March to pay the new fees for the 1990-91 fiscal year. "That gives the federal government just three months to reverse one of the most immoral taxes ever levied by a government in this country," Councillor O'Neill said. "If Ottawa will now act in good faith, we shall not only rid ourselves of a totally unjustified levy, but restore the level of mutual trust built between federal and municipal government."

Municipal leaders object to the principle of a punitive levy on health and safety; to the budgetary effect of increases ranging as high as 10,000%; and to the unilateral ending of the consultative process on a matter of importance to communities across Canada.

The federal government not only failed to respond in a timely way to an FCM request for a ministerial meeting almost a year ago: a meeting of officials was told the government had made its decision and was not interested in hearing municipal views. "FCM's relations with most federal Departments and Ministers are excellent. We have never been so shabbily treated as we were by the Minister of Communications," Councillor O'Neill said.

FCM has appealed to members of Parliament to recognize the significance of the new tax. It accuses the Minister of not understanding the "difference between the delivery of pizza and of emergency services necessary to save lives". A

- 2 -

contrast is made between the unilateral decision of Communications Minister Marcel Masse and the co-operative approach of his predecessor, Flora MacDonald.

"Quite clearly, the cabinet has not recognized the implications of the new tax and the way it has been introduced," Councillor O'Neill concluded. "I implore the federal government to undo this wrong while there is still time, and get us back on the same wavelength."

- 30 -

For further information: contact J. Jacques Lemire,
Telephone (613) 237-5221, Fax (613) 237-2965.

URBAN/MUNICIPAL

K.E. AVEI
CITY CLE

J.J. SCHATZ
DEPUTY CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON
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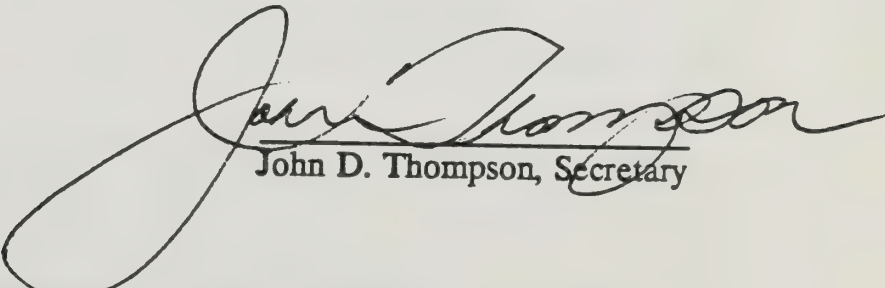
1991 January 25th

URBAN MUNICIPAL

NOTICE OF SPECIAL MEETING

GOVERNMENT DOCUMENTS

Finance and Administration Committee
Tuesday, 1991 January 29th
6:00 o'clock p.m.
Room 233, City Hall


John D. Thompson, Secretary

**PLEASE NOTE: ALL MEMBERS OF CITY COUNCIL ARE URGED
TO ATTEND THIS SPECIAL MEETING TO DISCUSS IMPORTANT
MATTERS RELATIVE TO THE CURRENT BUDGET.**

DINNER WILL BE PROVIDED AT 5:30 P.M.

A G E N D A

1. 1991 Current Budget Overview and Process.

CITY OF HAMILTON
- INFORMATION -

1.

DATE: 1991 January 24

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: 1991 CURRENT BUDGET OVERVIEW AND PROCESS

BACKGROUND:

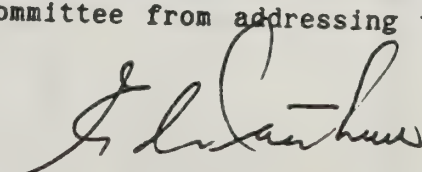
Attached is a summary of the 1991 Current Estimates which is still subject to confirmation of final estimates. As noted on Exhibit 1 the maintenance budget has created a 5.8% increase in the Tax (Mill) Rate for 1991 or an approximate \$28 tax increase for City purposes based on a \$5,000 average assessment.

It is interesting to note that this presentation is in line with the forecasted budget presentation in November which suggested a maintenance budget would force a 5.4% tax rate increase.

As directed by City Council all Departments and Local Boards have prepared Service/Program Packages to reduce their 1991 estimates to the 1990 estimate levels. This has been done to comply with the City Council directive to achieve a zero tax rate increase for 1991. As has been discussed, these Service/Program packages represent service level cuts. The budget presentations to the standing committees will have included these service level cuts to ensure a zero tax increase.

The Standing Committees' role will be to review these levels of service and agree to these reductions or "add-back" these levels with an understanding that the tax (mill) rate would be forced somewhere above zero. This would still comply with the City Council directive however the "add-backs" would be limited to a projected rate of inflation for 1991, approximately 5.5%.

The problem of achieving zero requires a \$6.0 million reduction in services. To confirm the severity of the problem I am suggesting that at the next Finance and Administration Committee meeting February 7, 1991, the Committee review and approve the City Revenues and Financial Accounts. This review would not preclude the Standing Committee from addressing the revenues which they are responsible for.



THE CORPORATION OF THE CITY OF HAMILTON

SUMMARY OF THE 1991 TAXATION REQUIREMENT

DESCRIPTION (1)	1990 ESTIMATE (2)	1991 ESTIMATE (3)	CHANGE OVER 1990 ESTIMATE	
			AMOUNT (4)	PERCENT (5)
A. Summary of City Requirements Only				
Expenditures				
Revenues	154,252,570	162,438,540	8,185,970	5.3%
Additional Tax Requirement for 1991	154,252,570	156,390,500	2,137,930	1.4%
		6,048,040	6,048,040	
Summary of 1991 Total Levy				
1. 1990 Levy	102,332,270	102,332,270		
2. Levy Increase—from est. 1.79% Assessment Increase		1,790,910	1,790,910	
3. Additional Tax Requirement as outlined above		6,048,040	6,048,040	
Total Levy	102,332,270	110,171,220	7,838,950	7.7%
B. Total Mill Rate Comparisons				
Residential				
City (1% +/- = \$1,042,232)	96.7685	102.3893	5.6208	5.8%
Region				
Education				
Total Residential Mill Rate	96.7685	102.3893	5.6208	5.8%
Non-Residential				
City	113.8453	120.4580	6.6127	5.8%
Region				
Education				
Total Non-Residential Mill Rate	113.8453	120.4580	6.6127	5.8%

NOTE: One Residential Mill for 1991 is estimated at \$1,076,003

Exhibit 1

THE CORPORATION OF THE CITY OF HAMILTON

1991 COMPARATIVE STATEMENT OF ESTIMATES - REVENUES

JANUARY 25, 1991

DESCRIPTION (1)	1990 ACTUAL (2)	1990 ESTIMATE (3)	1991 ORIGINAL ESTIMATE (4)	COMMITTEE ADJUSTMENT INCREASE (DECREASE) (5)	1991 RESULTANT APPROPRIATION (4+5) (6)	INCREASE / (DECREASE) OVER 1990 ESTIMATE	
						AMOUNT	PERCENT
						(6-2) (7)	(7/2) (8)
SURPLUS FROM PREVIOUS YEAR	1,000,000	1,000,000	750,000		750,000	(250,000)	-25.0%
TAXATION							
1990 LEVY	102,332,270	102,332,270	102,332,270		102,332,270	0	0.0%
LEVY INCREASE - 1.79% ASSESSMENT INCR.			1,790,910		1,790,910	1,790,910	1.2%
SUPPLEMENTARY	1,500,000	1,500,000	1,271,520		1,271,520	(228,480)	-15.2%
SPECIAL ASSESSMENTS	2,239,440	2,239,440	2,138,400		2,138,400	(101,040)	-4.5%
TOTAL TAXATION REVENUES	106,071,710	106,071,710	107,533,100	0	107,533,100	1,461,390	1.4%
OTHER REVENUES							
ONTARIO GRANTS	15,810,400	15,810,400	16,006,900		16,006,900	196,500	1.2%
PAYMENT IN LIEU OF TAXES & SPEC. LEVIES	6,086,030	6,086,030	7,316,760		7,316,760	660,720	9.3%
TRANSFER FROM RESERVES	1,168,240	1,168,240	1,168,240		1,168,240	0	0.0%
FINANCIAL	8,749,090	8,749,090	9,061,160		9,061,160	312,100	3.6%
TOTAL OTHER REVENUES	32,393,760	32,393,760	33,553,140	0	33,553,140	1,159,380	3.6%
USER FEES							
CITY CLERK'S	1,293,900	1,293,900	1,324,940		1,324,940	30,960	2.4%
TREASURY	559,420	559,420	579,460		579,460	20,040	3.6%
PLANNING DEPARTMENT	119,100	119,100	115,500		115,500	(3,600)	-3.0%
PROPERTY & REAL ESTATE	843,380	843,380	774,440		774,440	(68,940)	-8.2%
FIRE	80,000	80,000	80,500		80,500	500	0.6%
BUILDING	4,000,000	4,000,000	3,001,000		3,001,000	(999,000)	-25.0%
- LOAN SERVICES	148,500	148,500	154,500		154,500	6,000	4.0%
LOCAL ROADS-REGION	42,520	42,520	46,250		46,250	3,730	8.8%
PUBLIC WORKS-CITY	459,760	459,760	429,380		429,380	(30,370)	-6.6%
CEMETERIES	1,142,570	1,142,570	1,199,140		1,199,140	56,570	5.0%
FLEET SERVICES	34,810	34,810	34,810		34,810	0	0.0%
RECREATION	3,211,060	3,211,060	3,642,000		3,642,000	430,920	13.4%
CULTURE	200,260	200,260	286,400		286,400	86,140	10.0%
TRAFFIC-CITY	2,591,000	2,591,000	2,885,940		2,885,940	294,940	11.4%
TOTAL USER FEES	14,787,070	14,787,070	14,554,260	0	14,554,260	(232,810)	-1.6%
TOTAL REVENUES	154,252,570	154,252,570	156,380,500	0	156,380,500	2,127,930	1.4%

THE CORPORATION OF THE CITY OF HAMILTON

SUMMARY OF 1991 EXPENDITURE ESTIMATES TO BE REVIEWED BY THE STANDING COMMITTEES

Description (1)	1990 Actual (2)	1990 Estimate (3)	1991 Maintenance Budget (4)	Service/ Program Package Reductions (5)	1991 Original Estimate (4-5)	Council/ Committee Adjustment Increase/ (Decrease) (7)	1991 Resultant Appropriation (6+7) (8)	Increase/Decrease	
								Over 1990 Estimate	
								Maintenance Percent (4-3/3)	Zero Percent (8-3/3) (10)
FINANCE AND ADMINISTRATION		67,909,030	70,765,090	(2,856,060)	67,909,030		67,909,030	4.2%	0.0%
PARKS AND RECREATION		22,482,890	23,951,940	(1,468,950)	22,482,890		22,482,890	6.5%	0.0%
PLANNING AND DEVELOPMENT		6,308,660	6,309,250	(60,590)	6,308,660		6,308,660	1.4%	0.0%
TRANSPORT AND ENVIRONMENT		25,021,010	26,048,480	(1,027,470)	25,021,010		25,021,010	4.1%	0.0%
OTHER SPECIAL COMMITTEES		3,782,890	3,791,950	(8,470)	3,782,890		3,782,890	0.2%	0.0%
TOTAL DEPARTMENTAL/ LOCAL BOARDS	0	125,504,500	130,958,010	(5,451,510)	125,504,500	0	125,504,500	4.3%	0.0%
FINANCIALS		28,748,070	31,482,530	(2,734,460)	28,748,070		28,748,070	9.5%	0.0%
TOTAL EXPENDITURES	0	154,252,570	162,438,540	(8,185,970)	154,252,570	0	154,252,570	5.3%	0.0%

K.E. AVERY
CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

TEL: 546-2700
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URBAN/MUNICIPAL
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1991

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE URBAN MUNICIPAL

Thursday, 1991 February 7

9:30 o'clock a.m.

Room 233, City Hall

GOVERNMENT DOCUMENTS


John Thompson
Secretary

A G E N D A

9:30
a.m.

1. **CONSENT AGENDA**

2. **CITY CLERK**

54th Annual F.C.M. Conference - 1991 June 7-10

3. **RESOLUTIONS REFERRED FROM CITY COUNCIL TO BE
CONSIDERED FOR ENDORSEMENT**

- (a) Mr. James W. Orme re: Canadian Solidarity
- (b) Town of Tecumseh re: Abortion
- (c) City of Windsor re: Canadian Broadcasting Corporation

4. **STRATEGIC PLAN TASK FORCE**

Terms of Reference

5. **H.E.C.F.I.**

Amendments to The City of Hamilton Act, S.O. 1985, C.P.R. 23

6. ALDERMAN D. AGOSTINO

- (a) H.E.C.F.I. and Reporting Relationship to Council
- (b) Investigate Role of Minister of Transport Into Selection of Chairman of the Hamilton Harbour Commissioners

10:30
a.m.

7. MR. DUNCAN BEATTIE

City's Appointee to the Hamilton Harbour
Commissioners (No Copy)

8. HANDBILL SUB-COMMITTEE

Final Draft By-law Respecting Bill Posters and Bill Distributors,
Etc.

11:00
a.m.

BREAK

11:05
a.m.

9. TREASURER

- (a) Review 1991 Expenditure Estimates of "OTHER BUDGETS" that fall under the jurisdiction of the Finance and Administration Committee
 - (i) Mayor's Race Relations Committee
 - (ii) H.S.P.C.A.
 - (iii) Hamilton Mundialization Committee
 - (iv) Hamilton Status of Women Sub-Committee
 - (v) Other Items - Promotion, Public Relations, Civic Awards, Receptions, Delegation Hostings, Grants
- (b) City Expenditures - Financials
- (c) City Revenues
- (d) 1991 Service/Program Reduction Process
- (e) Fire Hydrants (Report to follow)

10. IN-CAMERA AGENDA

11. OTHER BUSINESS

12:30 RECESS FOR LUNCH

2:00 p.m. 12. RECONVENE AS COURT OF REVISION

13. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. Staff Working Team presently in the process of reviewing Procedural By-law - Draft Amending By-law Pending.
2. Consider establishing a limit on the number of conferences the same person can attend in any given year - Budget Meeting 1990 Feb. 23 (pending)
3. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 Mar. 22 (Presently under review by Treasurer)
4. Policy for apportioning costs of C.U.P. to users - Budget Meeting 1990 Feb. 23 (review pending)
5. Recommendations of Mundialization Committee - Budget Meeting 1990 Feb. 23
6. Review need for Architectural Division - Budget Meeting 1990 Feb. 23
Tabled pending completion of Comprehensive Audit.
7. Special Sub-Committee - Street Vendors Program - established to examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending.
8. Review licence fee and approval process for Transient Traders - Report pending from Manager of Licensing.
9. Senior Project Manager, Architectural Division - (1990 July 10) - Tabled pending completion of Comprehensive Audit.
10. Hamilton Public Library Board - User Pay Policy and Regionalization of Hamilton Library Services (1990 August 23) - Report pending from Library Board.
11. Council Agenda Line (1990 August 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
12. Implementation of process to receive proposals from groups requesting space at West Avenue School (1990 September 20)
13. Hess Street Village Mall - Relief from outstanding Local Improvement Charges (1990 September 20) - Reports pending from Solicitor and Treasurer.

14. Meeting with local MPs to discuss the composition of the Hamilton Harbour Commissioners (Dec. 6/90)
15. Task Force to review the current process of citizens' appointments to various Committees, Boards and Commissions - Public Meeting Pending.

1991 January 31

1991 ON H&A AOS AND ADMINISTRATION COMMITTEE

URBAN/MUNICIPAL

1991 FEBRUARY 7

251 F 31
1991

CONSENT AGENDA

A. ADOPTION OF THE MINUTES

- (i) Capital Budget Meeting.....Wednesday, 1991 January 16
- (ii) Capital Budget Meeting.....Thursday, 1991 January 17
- (iii) Regular Meeting.....Thursday, 1991 January 24

B. MANAGER OF PURCHASING

- (i) Replacement of Two (2) Integral Wheel Loaders, Units #9403, 9518, Fleet Services
- (ii) Contracts for Architectural and Engineering Services

C. CITY CLERK

- (i) Boys & Girls Clubs of Ontario - Request to Purchase Space in Information Booklet
- (ii) Request for City Hall Displays re Arts Awareness Month (May 1991)
- (iii) Heritage Day Proclamation Ceremony - Use of City Hall Facilities
- (iv) Hamilton Street Railway - Renewal of Annual Transit Passes - Use of City Hall Facilities
- (v) Select Committee on Confederation in Ontario - Use of Council Chamber
- (vi) Flying of the Lithuanian Flag

D. HAMILTON CORPORATE CHALLENGE

Request for Grant to Sponsor Teams

E. COMMISSIONER OF HUMAN RESOURCES

Appointments to and Terminations from Permanent Positions with the Corporation to 1991 January 29

F. TREASURER

Change of Name of External Auditing Firm for City of Hamilton

G. REGIONAL CLERK

Representative for Advisory Committee on Equitable Representation on Committees, Boards and Commissions

H. DIRECTOR OF PROPERTY

Sale of City owned land at 354 Fennell Avenue West to Iain Wilson Menzies Hendry and Elizabeth Alice Hendry

I. PERFORMANCE EXCELLENCE PROGRAMME

Status Report

A. (i)

**SPECIAL CAPITAL BUDGET MEETING OF THE FINANCE AND
ADMINISTRATION COMMITTEE**

Wednesday, 1991 January 16
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Mayor R. Morrow
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Absent with regrets: Alderman T. Cooke - Illness

Also present: Alderman M. Kiss
Alderman D. Wilson
Alderman F. Lombardo
Alderman T. Murray
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. N. Adhya, Manager of Budgets
Mr. D. Vyce, Director of Property
Ms. P. Noé Johnson, City Solicitor
Mr. J. Pavelka, Director of Public Works
Mr. J. Hindson, Director of Systems
Chief G. Baker, Hamilton Fire Department
Mr. R. Joyce, Divisional Chief Administration, Fire Dept.
Mr. P. Baker, General Manager, Hamilton Parking Authority
Mr. M. Mascarenhas, General Manager, Municipal Non-Profit (Hamilton) Housing Corporation
Mr. D. Carson, Executive Assistant to the Mayor
Mr. G. Macaluso, Managing Director/CEO, HECFI
Mr. J. Leuser, Director Finance & Administration, HECFI
Mrs. J. McAnanama, CEO, Hamilton Public Library
Mr. B. Guise, Administrator of Finance & Property, Library
Mr. R. Martiniuk, Manager, Architectural Division
Mr. A. Georgieff, Director of Local Planning
Mr. R. Sugden, Director of Culture and Recreation
Ms. C. Secore, Culture and Recreation
Mr. G. Aston, Planning Manager, Engineering Department
Mr. J. Thompson, Secretary

HYDRANT CHARGES

Alderman Hinkley informed the Committee that Regional Council, at its meeting held Tuesday, 1991 January 15, directed that prior to finalizing the Region's Utility Budget, the Municipal Councils of the area municipalities be given the opportunity to review and comment on the revenue appropriation and calculations (principles and formulae) in support of the Finance and Personnel Committee's earlier motion for a January 29, 1991 report from the Area Treasurers' Meeting.

He proceeded to explain that the calculation of hydrant charges by the Regional Municipality of Hamilton-Wentworth has a significant impact on the Current Budget Estimates of the City of Hamilton.

In explaining the budgetary significance, Mr. Sage advised that there are 10 000 hydrants within the Region, 7 000 of which are the responsibility of the City of Hamilton. This number equates to a surcharge to the City in the amount of \$1 278 360. based on a rate of \$180. per hydrant. This charge has been investigated and preliminary calculations indicate that based on the actual amount of water usage by the Hamilton Fire Department, the annual charge levied on the City of Hamilton would amount to approximately \$5 000.

Alderman Ross commented that with the reduction in revenue resulting from the loss of the hydrant charges, the rate structure of the Region's utility components would have to be increased to offset payment to the Region of the hydrant charges for fire protection.

Mr. Matthews commented that the City's Current Budget should not bear any more costs than reasonably expected. He stated that an appropriate figure should be placed within the City's budget to reflect the degree to which water is being used by the Hamilton Fire Department to fight fires.

PROVISIONAL FIVE YEAR CAPITAL BUDGET PROGRAMME FOR THE YEARS 1991-1995

In introducing the 1991-1995 Provisional Capital Budget, Mr. Matthews submitted the following recommendations as outlined in his report of 1991 January 8.

1. That the 1991-1995 Capital Budget for the City of Hamilton be limited to:
 - (a) debenture charges expressed as a percentage of levy to 11%, representing a reduction in the formally approved parameters of 12.5%, and,
 - (b) a 5% increase per year in debenture charges.
2. That the capital projects, as outlined on pages 35 through 44, respecting the parameters as outlined in 1(a) and (b) above, be approved.

Mr. Matthews commented that approval of the above recommendations will provide an opportunity for the Committee to make inroads into capital debt reduction.

Alderman Gallagher questioned why 28.2 million dollars still remains unspent in the 1990 portion of the Capital Budget before even considering the 1991 projects for approval. Mr. Matthews explained that a fair percentage of the 28.2 million represents bills the City of Hamilton has not paid as yet, or work that has not been completed.

Alderman Agro questioned the advisability of reducing the City's capital debt at this time based on the current economic situation.

The Committee proceeded to review the capital projects by department order with the Management Team adjustments and the nature of financing commencing on page 35 of the Provisional Five Year Capital Budget document.

The Committee approved the following adjustments to the 1991-1995 Capital Budget submissions:

<u>PROJECT NAME AND NUMBER</u>	<u>YEAR OF EXPENDITURE</u>	<u>AMOUNT</u>	<u>COMM. ADJUSTMENT INCREASE-(DECREASE)</u>
1. Municipal Non-Profit (Hamilton) Hsg. Corp.	1991-1995	5 000 000	(4 000 000)
30. 1991 Reconstruction Program - Local Roads and Sidewalks	1991	4 840 000	1 552 000
115. Public Works Priority Parkland Acquisition	1994	1 500 000	Move to 1991
115. Public Works Priority Parkland Acquisition	1995	1 500 000	Move to 1992

The Committee approved that the following project of the Parking Authority be added to the 1991 portion of the 1991-1995 Capital Budget. This project will provide funds for the demolition of buildings and construction of surface carparks once the site being proposed for municipal parking has been acquired.

<u>PROJECT NAME AND NUMBER</u>	<u>YEAR OF EXPENDITURE</u>	<u>AMOUNT</u>
Demolition & Site Preparation	1991	275 000

General discussion ensued respecting debenturing relative to HECFI facilities. Alderman Ross commented that when projects are debentured through the City, the cost falls back on HECFI to carry the debt load. Mr. Leuser explained that most of the debenturing relative to HECFI originated when the three facilities were constructed by the City. This debt load is presently being carried by the City.

It was suggested that all debenturing charges should appear on the books of HECFI instead of the City's.

The Committee agreed to discuss this policy issue following the 1991 Budget meetings.

The Committee recessed until 9:30 a.m., Thursday, 1991 January 17.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE**

**John Thompson, Secretary
Finance and Administration**

A. (ii)

**SPECIAL CAPITAL BUDGET MEETING OF THE FINANCE AND
ADMINISTRATION COMMITTEE**

Thursday, 1991 January 17
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present:

Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Alderman V. J. Agro
Alderman G. Copps
Alderman T. Jackson
Alderman J. Gallagher

Absent with regrets:

Mayor R. Morrow - City Business
Alderman T. Cooke - Illness
Alderman D. Agostino - Previous Commitment

Also present:

Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. N. Adhya, Manager of Budgets
Mr. D. Vyce, Director of Property
Mr. J. Pavelka, Director of Public Works
Mr. J. Hindson, Director of Systems
Chief G. Baker, Hamilton Fire Department
Ms. C. Secore, Culture and Recreation
Mr. J. Thompson, Secretary

The Finance and Administration Committee reconvened its meeting of January 16 to complete review of the 1991-1995 Capital Budget Projects as outlined on pages 45 and 46 of the Provisional Capital Budget document.

With respect to the 1.552 million dollars which was added to Project #30 on page 37 (1991 Reconstruction Program), which was taken from 1994 and placed in 1991, the Committee authorized and directed Mr. Matthews to discuss with the Management Team ways and means of adjusting the 1991-1995 Provisional Capital Budget to find the 1.552 million dollars and stay within the 5% guidelines established by the Committee and report back to the Finance and Administration Committee.

No further adjustments being made, the meeting then adjourned.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE**

**John Thompson, Secretary
Finance and Administration**

A. (iii)

Thursday, 1991 January 24
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross
Mayor R. Morrow
Alderman T. Cooke
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Also present: Alderman T. Murray
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, City Treasurer
Mr. T. Daw, Manager of Revenue
Mr. R. Hammel, Manager of Accounting
Mr. T. Bradbury, Supervisor of Taxation
Mr. K. Beattie, Grants Co-ordinator, Treasury Dept.
Mr. N. Adhya, Manager of Budgets, Treasury Dept.
Mr. D. King, Manager of Internal Control
Mr. C. Kerr, Budget Analyst
Mr. J. Johnston, Commissioner of Human Resources
Mrs. D. Jones, Manager, Personnel Services
Ms. P. Noe Johnson, City Solicitor
Mr. P. Barkwell, Law Department
Mr. G. Macaluso, Managing Director/CEO, HECFI
Mr. D. Vyce, Director of Property
Mr. P. Baker, General Manager, Parking Authority
Mr. G. Aston, Director, Engineering Planning
Mr. K. E. Avery, City Clerk
Mr. J. Thompson, Secretary

CONSENT AGENDA

A. MINUTES

The minutes of the meeting of the Finance and Administration Committee held 1990 December 6 were received and adopted as circulated to the Members.

B. MANAGER OF PURCHASING

REPLACEMENT OF TWO (2) GARBAGE PACKERS, UNITS #9115/6

As outlined in a report of the Manager of Purchasing dated 1991 January 4, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Shu-Pak Refuse Equipment Inc., Woodstock, in the amount of \$217 830.40, being the lowest of five (5) tenders received, for the replacement of two (2) Garbage Trucks, Units #9115/6, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH5X504 00101.

C. CITY CLERK**CIVIC AWARDS****(i) HAMILTON-WENTWORTH AQUATIC CLUB**

As outlined in a report of the City Clerk dated 1991 January 2, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That civic gold pins and civic gold rings be awarded to the following members of the Hamilton-Wentworth Aquatic Club for winning the Girls 11 -12 4 x 100 Free Relay and setting provincial and national records on 1988 July 27 at McMaster University, Hamilton:

Joanne Malar
Tamara Flannigan
Ali Belluz

- (b) That a civic gold pin and diamond insert for a previously awarded civic gold ring be awarded to Jill Brohman for winning the Girls 11 - 12 4 x 100 Free Relay and setting provincial and national records on 1988 July 27 at McMaster University, Hamilton.

(ii) LEANDER BOAT CLUB

As outlined in a report of the City Clerk dated 1990 December 27, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the appropriate diamond/ruby insert for previously awarded civic gold rings, be awarded to the following members of the Leander Boat Club for winning the Open Lightweight Eight Dash and the Senior Lightweight Eight at the Royal Canadian Henley Regatta held in St. Catharines in 1990 August:

Brian Elstone	-	Diamond insert
Joseph Camillo	-	Diamond insert
John Sawler	-	Diamond insert
Dan Kunic	-	Ruby insert
Steve Strba	-	Ruby insert
Steve Offerd	-	Ruby insert
Remo Camillo	-	Diamond insert (1989 Montreal victory)
	-	Ruby insert

- (b) That diamond inserts for previously awarded civic gold rings be awarded to the following members of the Leander Boat Club for winning the Senior 140-Pound Four with Cox at the Royal Canadian Henley Regatta held in St. Catharines in 1990 August:

Michael Roche
Matthew Clarke
Steve McIlwaine
Pat Matozzo
Frances Wright

- (c) That a ruby insert for a previously awarded civic gold ring be awarded to George Gage for winning the Master's Single B - Class and Master's Double A - Class at the Royal Canadian Henley Regatta held in St. Catharines in 1990 August.

- (d) That the following civic awards be presented to the following members of the Leander Boat Club for winning the Senior Women's Lightweight Pair at the Canadian Secondary School Rowing Association Championship Regatta held in St. Catharines in 1990 June:

Leanne McConnell	-	Diamond insert
Kelly Fallon	-	Women's Civic Gold Ring

(iii) HAMILTON TRANSWAY BASKETBALL ASSOCIATION

As outlined in a report of the City Clerk dated 1990 October 11, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That civic silver pins, and civic silver rings with diamond inserts, be awarded to the following members of the Hamilton Transway Mini Basketball Team for winning the 1990 Provincial Championship in Sarnia, Ontario, the Girls' Invitational St. Patrick's Day Tournament in Waterford, Michigan, U.S.A., and the Seneca Falls International Invitational Girls' Tournament in Seneca Falls, New York, U.S.A.:

Lisa Ketchmark	Rachel Ellison
Leanne Rowthorn	Carla Romano
Suzanne Miller	Jayne Green
Trena Humes	Sonja Horyn
Katie Walton	Lindsay Durham
Helena Digregorio	Katherine McCall
Brian Humes - Coach (eligible for ruby insert)	

- (b) That civic silver rings be awarded to the following members of the Hamilton Transway Bantams Basketball Team for winning the 18th Annual Brookwood Invitational Basketball Tournament held in Pierrefonds, Quebec:

Kendra Hirst	Christine Garbarz
Sabrina Digregorio	Melanie Garbarz
Wendy Inkster	Carolyn Johnson
Tracey Rowthorn	Julie Robertson
Skye Angus	Gina Tatti
Danielle Chabot	Larry Angus - Coach
Carrie Ciancone	John Robertson - Coach

- (c) That civic silver pins and civic silver rings be awarded to the following members of that Hamilton Transway Midget Basketball Team for winning the 1990 Provincial Championship in Belleville, Ontario and the 8th Annual Girls' Invitational St. Patrick's Day Tournament in Waterford, Michigan, U.S.A.:

Sarah Van Elswyk	Adrienne Cillis
Samia McCully	Lori Ketchmark
Maria DiPlacido	Carley Chapman
Nicole Chrolavicius	Lia Mulzer

- (d) That the following members of the Hamilton Transway Midget Basketball Team that have previously been awarded civic silver pins and civic silver rings, be awarded with diamond inserts for previously awarded rings, for winning the 8th Annual Girls' Invitational St. Patrick's Day Tournament in Waterford, Michigan, U.S.A.:

Carla Vesprini
Angela Nobes
Tanya Tatti
Amy Wasylenko

Raquel Nurse
Marcia Costa
Doug Harrison - Coach (ruby insert)
Harry Chapman - Coach (ruby insert)

CITY CLERK - USE OF CITY HALL FACILITIES

(iv) UKRAINIAN INDEPENDENCE DAY CELEBRATION

As outlined in a report of the City Clerk dated 1990 December 17, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Ukrainian Canadian Congress, Hamilton Branch, to use the Council Chamber from 10:30 a.m. until 12:00 noon on 1991 Saturday, January 26, including the use of City Hall equipment, for Ukrainian Independence Day Ceremonies.
- (b) That permission be granted to the Ukrainian Canadian Congress, Hamilton Branch, to fly the Ukrainian flag at City Hall on 1991 January 26 during the Ukrainian Independence Day Ceremonies.
- (c) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(v) AMERICAN WATERWORKS ASSOCIATION

As outlined in a report of the City Clerk dated 1990 December 17, the Committee agreed to submit the following recommendation to City Council for approval:

That permission be granted to the American Waterworks Association (A.W.W.A.), Ontario section to use the City Hall forecourt from approximately 12:00 noon to 5:00 p.m. on Monday, 1991 April 29 during their annual conference for a "tapping contest".

(vi) INTERFAITH MEETING

As outlined in a report of the City Clerk dated 1990 December 20, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Hamilton Mundialization Committee and Mayor's Race Relations Committee to use the Council Chamber and the City Clerk's Foyer from 2:00 p.m. to 7:00 p.m. on Sunday, 1991 February 03 for an Interfaith Meeting and potluck supper.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(vii) REGIONAL TASK FORCE ON THE ECONOMY

As outlined in a report of the City Clerk dated 1990 December 20, the Committee agreed to submit the following recommendation to City Council for approval:

That approval be given to the action taken in authorizing the use of the Council Chamber from 9:00 a.m. to 4:40 p.m. on 1991 January 23 and 24 for the purpose of convening a Regional Task Force on the Economy.

(viii) MOTORCYCLE AWARENESS AND SAFETY MONTH

As outlined in a report of the City Clerk dated 1991 January 15, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the International Christian Bikers Association Hamilton Chapter, to use the City Hall forecourt on Saturday, 1991 May 04 at 11:00 a.m., including the use of City Hall equipment, for a proclamation ceremony in recognition of Motorcycle Awareness Month in Hamilton.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(ix) HAMILTON SENIORS GAMES - REGISTRATION AND DISPLAY OF BANNER

As outlined in a report of the City Clerk dated 1991 January 15, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Department of Culture and Recreation to use the first floor foyer of City Hall for the period of 1991 May 15, 16 and 17 from 9:00 a.m. to 4:30 p.m. inclusive to hold registration for the Hamilton Senior Games.
- (b) That permission be granted to the Department of Culture and Recreation to display a Hamilton Senior Games banner during the Hamilton Senior Games registration.
- (c) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(x) MAYOR'S RACE RELATIONS COMMITTEE - INTERNATIONAL DAY FOR ELIMINATION OF RACIAL DISCRIMINATION

As outlined in a report of the City Clerk dated 1991 January 16, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Mayor's Race Relations Committee to use the City Hall forecourt, Council Chambers, second floor and related equipment on 1991 Thursday, March 21 from 11:00 a.m. until 3:00 p.m. for a rally, symposium and reception to commemorate International Day for Elimination of Racial Discrimination.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(xi) COMMITTEE AGAINST RACISM AND DISCRIMINATION - INTERNATIONAL DAY FOR ELIMINATION OF DISCRIMINATION

As outlined in a report of the City Clerk dated 1991 January 16, the Committee agreed to submit the following recommendation to City Council for approval:

That permission be granted to the Committee Against Racism and Discrimination to use the Council Chamber from 7:00 p.m. until 9:30 p.m. on Thursday, 1991 March 21 for a public forum to commemorate the International Day for Elimination of Racial Discrimination.

(xii) **BLACK HISTORY DISPLAY**

As outlined in a report of the City Clerk dated 1991 January 16, the Committee agreed to submit the following recommendation to City Council for approval:

That permission be granted to the Mayor's Race Relations Committee to use the west end of the City Hall second floor from 1991 February 08 until February 22 for a Black History Display.

(xiii) **FEDERATION OF CANADIAN MUNICIPALITIES OF ONTARIO - REQUEST FOR RESOLUTIONS FOR CONSIDERATION AT 1991 ANNUAL CONFERENCE**

The Committee received a notification from FCM inviting the submission of resolutions for consideration at their 1991 Annual Conference.

D. **COMMISSIONER OF HUMAN RESOURCES**

- (i) As outlined in a report of the Commissioner of Human Resources dated 1991 January 14, the Committee agreed to submit the following recommendation to City Council for approval:

That the salary classification for the following non-union position in the Culture and Recreation Department be approved in accordance with the following recommendation:

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Manager, Technical Services	To manage and co-ordinate technical and maintenance services for the Department.	"K"	\$42 566.68 - \$50 107.20

(ii) **APPOINTMENTS AND TERMINATIONS**

As outlined in a report of the City Clerk dated 1991 January 16, the Committee agreed to submit the following recommendation to City Council for approval:

That the Appointments To and Terminations from Permanent positions with the Corporation to January 15, 1991, attached hereto and marked Appendix "A", be approved.

(iii) **H.R.P.A.O CONFERENCE**

As outlined in a report of the Commissioner of Human Resources dated 1991 January 21, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That Alderman B. Hinkley, Chairman of the Finance and Administration Committee, or his delegate, be authorized to attend the 1991 Annual Conference of the Personnel Association of Ontario to be held in the City of Toronto 1991 April 3 to 5.

- (b) That funding for attendance at this conference be charged to Human Resources Centre Account No. 142100 58602.

E. COURT OF REVISION

The Committee received a report of the Secretary dated 1991 January 8 advising that the Finance and Administration Committee will sit as a Court of Revision on Thursday, 1991 February 7 at 2:00 o'clock p.m. in Room 233 to hear and dispose of all complaints against any special assessment proposed by the City or the accuracy of frontage measurements, pursuant to the Local Improvement Act, against private lands in the City of Hamilton. This sitting will be a continuation of the regular meeting of 1991 February 7.

F. DIRECTOR OF PROPERTY

- (i) As outlined in a report of the Director of Property dated 1991 January 11, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That approval be given to renew the lease with Canadian National Railways for 11 830 square feet of land on the east side of Ferguson Avenue North, south of Strachan Street East.

NOTE: These lands are used by the Public Works Department for the storage of salt and other materials.

- (b) That the renewal be effective March 1, 1991 at an annual rental of \$6 480, plus taxes estimated to be \$2 200 per year, to be charged to Account Number CH 56606 60010 (District Yard Maintenance), and will be for a period of three (3) years terminating on February 28, 1994.
- (c) That the Mayor and City Clerk be authorized to execute a Lease Agreement in a form satisfactory to the City Solicitor.

(ii) FORMER HEALTH BUILDING - 74 HUGHSON STREET SOUTH

As outlined in a report of the Director of Property dated 1991 January 15, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the Parking Authority be authorized to proceed immediately to obtain soil tests at 74 Hughson Street South, in order to determine the feasibility of constructing a parking structure.
- (b) That upon the completion of the soil tests and the satisfactory results, the City terminate the leases with the Canadian Mental Health Association and the Regional Municipality of Hamilton-Wentworth, by providing a one (1) year written notice in accordance with the requirement of their respective leases at 74 Hughson Street South. (former Health Building)
- (c) That notwithstanding the termination date of the leases is November 30, 1991, both tenants be allowed to remain on as overholding tenants until the one (1) year notice period has been carried out.
- (d) That the City Solicitor be authorized to prepare all required notices and amend the City/Regional master lease agreement accordingly.
- (e) That the Mayor and City Clerk be authorized to execute any agreement required to carry out the lease termination.

In approving the above recommendations, the Committee directed Mr. Peter Baker, General Manager, Parking Authority, who was in attendance, not to remove any trees without necessary approvals.

(iii) UNION SCHOOL - 643 RYMAL ROAD WEST

As outlined in a report of the Director of Property dated 1991 January 15, the Committee agreed to submit the following recommendations to City Council for approval:

That the City of Hamilton inform The Board of Education for the City of Hamilton that the City has no requirements for Union School.

G. CITY SOLICITOR

The Committee received a report of the City Solicitor dated 1990 December 14 regarding her trip to Penza, a city located in the Russian Federal Republic.

H. TREASURER

(i) FINANCING OF THE HOSTING PROVISIONS OF THE FIT TREK DELEGATIONS FROM THE U.S.S.R.

As outlined in a report of the Treasurer dated 1991 January 18, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 2 of the First Report of the Parks and Recreation Committee, the hosting of the Fit Trek delegation in Hamilton (January 19-24, 1991), at an estimated cost of \$6 000, be financed from the Reserve for Special Events, Centre No. CH 00128.

(ii) FINANCING OF THE PROPOSED 1991 STREETLIGHT CONSTRUCTION PROGRAMME

As outlined in a report of the Treasurer dated 1991 January 18, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 9 of the Second Report of the Transport and Environment Committee, permission be granted to spend up to \$300 000 of the proposed \$454 300 1991 Streetlight Construction Programme prior to final approval of the 1991 estimates, and the total amount be included in the 1991 current estimates of the Local Roads "Streetlighting" Account, as is the normal practice.

(iii) FINANCING OF CONSTRUCTION OF SIDEWALKS, CURB, AND ROAD ON RIDGE STREET FROM CHIPMAN AVENUE

As outlined in a report of the Treasurer dated 1991 January 18, the Committee agreed to submit the following recommendation to City Council for approval:

- (a) That, as referred to in Section 18 of the Second Report of the Transport and Environment Committee, the City's share of services in Effort Gardens Subdivision, as approved by Council on 1990 June 26, be reduced by \$36 450 from \$230 478.83 to \$194 028.83 and the previous reserve allocation of \$36 450 from the Reserve for Services through Unsubdivided Land be returned back to the reserve.

- (b) That the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct sidewalks, curbs and roads on Ridge Street from Chipman Avenue to approximately 57m south at an estimated gross cost of \$40 530 of which the owner's share of \$17 590 be financed by the issuance of debentures for a period not to exceed 20 years and the City's share of \$22 940 be financed from 1991 Capital Levy.
- (c) That application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$17,590 for a term not to exceed 20 years for this project.

(iv) FINANCING OF INDEPENDENT CONCRETE SIDEWALK CONSTRUCTION ON THE EAST SIDE OF NASH ROAD AT BARTON STREET

As outlined in a report of the Treasurer dated 1991 January 18, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 15 of the Second Report of the Transport and Environment Committee, the City's share of the local improvements to construct independent concrete sidewalks on the east side of Nash Road between Barton Street and a point 24 metres southerly at an estimated cost of \$3 200 be financed from the 1991 Capital Levy.

(v) SACKVILLE HILL OLDER ADULT RECREATION CENTRE - TEMPORARY FINANCING FOR SOIL TESTS

As outlined in a report of the Treasurer dated 1991 January 18, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That, as referred to in Section 8 of the Second Report of the Parks and Recreation Committee, an estimated amount of \$35 000 be allocated temporarily from the Reserve for Capital Projects for the Sackville Hill Older Adult Recreation Centre pending receipt of the Ontario Municipal Board approval for soil test, survey and other miscellaneous expenditures.
- (b) That upon receipt of Ontario Municipal Board approval, these expenditures be transferred to the appropriate accounts.

(vi) STATUS OF UNCLASSIFIED REVENUE AND EXPENDITURES AS AT NOVEMBER 30, 1990

The Committee received a report of the Treasurer dated 1990 December 21 containing an analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at November 30, 1990.

(vii) STATUS OF HOSTING, RECEPTIONS AND RELATED ACCOUNTS AS AT NOVEMBER 30, 1990

The Committee received a report of the Treasurer dated 1990 December 21 containing an analyses of accounts related to hostings and receptions as at November 30, 1990.

(viii) SUMMARY OF REVENUES AND EXPENDITURES FOR THE ELEVEN MONTHS ENDED 1990 NOVEMBER 30 COMPARED WITH BUDGET

The Committee received a report of the Treasurer dated 1990 December 21 containing a Summary of Revenues and a Summary of Expenditures by Standing Committee for the period ended 1990 November 30, comparing budget to actual for 1990 and also comparing the current percentage of actual to budget with the previous year's percentage.

I. KEEP HAMILTON CLEAN COMMITTEE

As outlined in a report of the Secretary of the Keep Hamilton Clean Committee, dated 1991 January 18, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the following updated Terms of Reference for the Keep Hamilton Clean Committee be approved:

In addition to any other duties prescribed by City Council, the duties and responsibilities of the Keep Hamilton Clean Committee shall be as follows:

- (i) To report and/or recommend to the appropriate Standing Committee(s) of City Council on matters with respect to littering, dumping, defacing property by means of illegal postings, graffiti, etc. and generally on Keeping Hamilton Clean.
 - (ii) To report to the Finance and Administration Committee on all other matters.
 - (iii) The Committee shall be composed of at least one member of City Council and twelve citizens appointed by City Council on the recommendation of the Finance and Administration Committee.
 - (iv) The terms of the Committee members shall be staggered such that four citizens are appointed annually.
 - (v) The Committee shall be a policy formulating and deliberating body with authority only to recommend; with the exceptions of specific areas or programs delegated to the Committee or approved by City Council.
 - (vi) The Committee shall annually elect from within its membership a Chairperson and Vice Chairperson; neither of whom shall serve in this capacity for longer than two City Council terms.
- (b) That the Keep Hamilton Clean Committee be the Central Committee responsible for organizing and co-ordinating the "PITCH-IN Week" activities during a week in May each year.
- (c) That, subject to the approval of the Nominating Committee, the following citizens be appointed as members of the Keep Hamilton Clean Committee with the following terms of expiration:
- i) Ms. Jane Evans (term to expire 1993 December 31)
 - ii) Ms. Barbara MacLeod (term to expire 1993 Dec. 31)
 - iii) Ms. Karen Whyte (term to expire 1993 December 31)
 - iv) Mr. Dan Walker (term to expire 1993 December 31)
 - v) Mr. Stan Baker (term to expire 1992 December 31)
 - vi) Mr. Larry Stasiuk (term to expire 1991 December 31)

J. HAMILTON STATUS OF WOMEN SUB-COMMITTEE

The Committee received and approved a report of the Secretary of the Hamilton Status of Women Sub-Committee dated 1991 January 17 recommending that Mary McKenzie be appointed to the Advisory Committee on Equitable Representation on Committees, Boards and Commissions to represent the Hamilton Status of Women Sub-Committee.

K. ASSOCIATION OF MUNICIPALITIES OF ONTARIO

The Committee received a notification from the Association of Municipalities of Ontario of its Tenth Annual Meeting to be held in Oakville on April 24-26, 1991.

REGULAR AGENDA**2. REALTY TAX PAYMENT SCHEDULE - ALDERMAN B. HINKLEY**

The Committee had before it a report of Alderman Hinkley dated 1990 December 27 dealing with the feasibility of adjusting the current tax instalment billing schedules by moving the March realty tax instalment to April.

The Committee also had before it a report of the Treasurer dated 1991 January 21 advising that the loss in revenue to the City in delaying the realty tax March instalment to April would amount to \$625 000 after considering the loss in short term interest, penalty and interest on the arrears of taxes, and the additional cost of discount.

Alderman Agostino submitted that he would support the recommendation of Alderman Hinkley if the 1991 Current Budget Estimates can be reduced to offset the loss in revenue outlined by the Treasurer.

In discussion, Mr. Matthews indicated that implementation of a monthly billing system should be up and operational as part of the new property tax system in January 1993.

Following considerable discussion, it was moved by Alderman Gallagher, seconded by Alderman Cooke, and carried on a recorded vote that the following recommendation of the Treasurer as outlined in his report of 1991 January 21 be approved:

"That the City of Hamilton continue with the present schedule of realty tax instalment due dates (February, March, June and September) for the year 1991."

In favour: Mayor Morrow, Aldermen Cooke, Agostino, Gallagher, Ross.
Opposed: Aldermen Hinkley, Agro, Copps and Jackson.

3. CITY CLERK**(a) JUNIOR ACHIEVEMENT**

The Committee was in receipt of a request from Mrs. E. M. Lazarz for permission to set up a table in the lobby at City Hall to help promote Junior Achievement and to sell their product, namely a clock with a compact disc face, during the March break 1991 March 11-15 inclusive.

Following consideration, the Committee granted permission for Junior Achievement to set up their display at City Hall for promotional purposes only.

(b) CITIZEN APPOINTMENTS TO VARIOUS COMMITTEES

The Committee had before it a report of the City Clerk dated 1991 January 15 recommending that the Finance and Administration Committee take appropriate action to fill the vacancies on the following Committees:

- (a) Advisory Committee on Equitable Representation on Committees, Boards and Commissions (3 citizens to be appointed)
- (b) English Language Sub-Committee (6 citizens and 1 Council member to be appointed)

The City Clerk further recommended that the Finance and Administration Committee determine the terms of office for the above appointments.

In discussion, Alderman Cooke suggested either the Chairman and another member of the Committee should be empowered to vet the written submissions and come back to the Committee with a short list of applicants, or should review the written submissions and make a decision.

Following consideration, it was moved by Alderman Agostino, seconded by Alderman Cops, and carried, that all of the applicants be invited to a five minute interview. The Secretary indicated that it will be necessary for the Committee to schedule a special meeting to interview the applicants.

4. ALDERMAN D. AGOSTINO

(a) INTERVIEW AND SELECTION PROCESS FOR CITIZEN MEMBER APPOINTMENTS TO BOARDS AND COMMITTEES

The Committee had before it a report of Alderman D. Agostino dated 1991 January 2 recommending the following:

- 1. That all interviews for appointments be carried out at a special Council meeting called for this purpose and, that the decision be verified at this same meeting.
- 2. That only Members of Council who have sat through the majority of the interviews be eligible to vote.
- 3. That a two-third majority be required to overturn any of these decisions.

Alderman Gallagher also submitted that all citizen appointees to City of Hamilton Boards, Commissions and Authorities and Committees, not be allowed to serve consecutive terms of office.

In commending Alderman Agostino for raising this issue, Alderman Hinkley commented that he believes there is a problem with the appointment process for citizen members. He stated that the current process has been criticized from different perspectives.

Following consideration, the Committee agreed to submit the following recommendation to City Council for approval:

That a task force of three (3) Members of City Council be appointed to review the current process of citizen's appointments to various Committees, Boards and Commissions, including the serving of consecutive terms of office, and that a public meeting be scheduled to receive and solicit public input and comments on the appointment process.

(b) H.E.C.F.I. AND REPORTING RELATIONSHIP WITH COUNCIL

At the request of Alderman Agostino, the Committee agreed to defer this item to the next regular meeting.

(c) PROPOSAL TO AMEND PROCEDURAL BY-LAW 82-203, SECTION 14(d) RESPECTING PROCEDURE AT MEETINGS OF COUNCIL

The Committee had before it a report of Alderman Agostino dated 1991 January 16 regarding Council decorum. He submitted that City Council needs some clear, direct and understood rules which they can incorporate into their By-laws. The following proposal combines the City By-laws, Bourinot's Rules of Order, and the Standing Orders of the Legislative Assembly of Ontario:

To be incorporated into Section 14(d) By-law 82-203:

- (i) The Chairman shall preserve order and decorum, and shall decide questions of privilege and points of order
- (ii) During debate, a member shall be called to order by the Chairman if he or she
 - (a) makes allegations against another member
 - (b) inputs false or unavowed motives to another member
 - (c) charges another member with uttering a deliberate falsehood
 - (d) uses abusive or insulting language
 - (e) uses language of a nature likely to create a disturbance
 - (f) introduces any matter in debate that in the opinion of the Chairman offends the practices and precedents of the Council
 - (g) continuously interrupts another member who is speaking
- (iii) When a member has been called to order by the Chairman
 - (a) The Chairman must ask the member to withdraw the allegation and apologize to the Council
 - (b) If the member refuses to follow the request, the Chairman must order the member to withdraw from the balance of the Council or Committee meeting - and this suspension continues until such time as the member withdraws the remark and apologizes to the Council - up to a maximum of a fourteen day period during which time the members salary shall be suspended
 - (c) The ruling of the chair shall stand unless challenged
 - (d) The chair may be challenged on such a ruling with a motion properly moved or seconded by other than the member called to order
 - (e) There shall be no debate on such a motion and the member called to order shall not be eligible to vote
 - (f) In the case of the refusal of the member to leave the meeting the Chair shall immediately adjourn the meeting without a motion

- (g) In cases of a severe breach of conduct, the Chair may ask the Council to expel the member in question without an opportunity for a withdrawal of the comment by the member - the suspension cannot exceed fourteen days during which time the members salary shall be suspended
- (h) A simple majority of votes cast would be required
- (i) In cases of either a suspension by the Council or a refusal to withdraw an allegation, the Member shall not take part in discussion or vote at any Council or Committee meeting for the period of up to fourteen days during which time the members shall be suspended.

These regulations shall apply to all City of Hamilton Council and Standing Committee meetings.

In supporting the intent and spirit of Alderman Agostino's proposal, the Committee directed that the proposal be referred to the Staff Procedural By-law Review Team for consideration and report back. Alderman Agostino agreed to meet with the Staff Review Team to discuss the recommendations outlined in his proposal.

5. DELEGATIONS

Consistent with the procedure for receiving delegations in the past, the Committee agreed that at the conclusion of each presentation, which may include responses to questions raised by members of the Committee, the Development Charges Appeals and the grant requests will be taken under advisement and a decision on each appeal/request will be made prior to the conclusion of the meeting.

(a) MRS. OURDA MASMOUDI - RELIEF FROM PAYMENT OF DEVELOPMENT CHARGES FOR 1415 UPPER SHERMAN AVENUE

The Committee had before it a report of Mr. L. King, Building Commissioner, dated 1991 January 18 recommending that the Finance and Administration Committee recommend to City Council the confirmation of the development charge imposed on the single family dwelling located at 1415 Upper Sherman Avenue, Hamilton, as being properly imposed pursuant to the City of Hamilton's Development Charges By-law 90-74.

Mrs. Masmoudi, owner of the property, appeared before the Committee and submitted that she is not in a position to complete construction of her single family dwelling because of the imposition of the development charges.

After taking the appeal under advisement, the Committee agreed to submit the following recommendation to City Council for approval.

- (a) That, after hearing the evidence and submissions of the complainant, Mrs. Ourda Masmoudi, the development charge imposed on the single family dwelling located at 1415 Upper Sherman Avenue, Hamilton, pursuant to the City of Hamilton's Development Charges By-law 90-74, be waived due to extenuating circumstances, and that this action not be construed as establishing a precedent for future requests for relief from the Development Charges By-law.
- (b) That the Council of the Regional Municipality of Hamilton-Wentworth be advised of this decision.

(b) MRS. E. J. FOTHERGILL, PRESBYTERIAN RESIDENCES (HAMILTON) INC. - RELIEF OF PAYMENT OF DEVELOPMENT CHARGES FOR A SENIOR CITIZENS COMMUNITY ON THE WEST SIDE OF RICE AVENUE, SOUTH OF CHEDMAC DRIVE

Mr. E. J. Fothergill, Vice-President, Board of Directors, Presbyterian Residences (Hamilton) Inc., and Rev. John Peter Smith appeared before the Committee to discuss their request for an exemption from Development Charges By-law 90-74. Following a brief overview of the project, they requested that the capital charges levy be eliminated or substantially reduced.

The Committee had before it a report from Mr. Willie Wong, Manger of Plan Examination, Building Department, dated 1990 December 5, advising that this project at the present time if not yet at the building permit stage. City Council approved the re-zoning application from "AA" District to "DE" District Modified to permit the above proposed development.

Section 10 of the Development Charges By-law 90-74 exempts the non-profit housing project and says where a non-profit housing project has been approved by the Ministry of Housing prior to the date of enactment of this By-law, and when the non-profit housing project has been costed in accordance with the development charge rate in effect prior to the date of enactment of the By-law, the development charge rate in effect prior to the date of enactment of the By-law shall apply.

Attached to Mr. Wong's report was a copy of a list of "1990 Hamilton Non-Profit Housing Projects in Development Prior to Passage of New By-law", prepared and supplied to the Building Department by the Ministry of Housing, indicating those projects which will be exempted from By-law 90-74. It was noted that the proposed Presbyterian Residences is not on the list.

Upon hearing the evidence presented by Mr. Fothergill and Rev. Smith, and after giving the evidence presented by Mr. Peter Lampman, Deputy Building Commissioner, due consideration, the Committee directed that the request for exemption be taken under advisement, and that staff report back on the legal, financial and planning implications of the exemption request.

(c) REPORT OF GRANTS CO-ORDINATOR ON THE ACCOUNT RELATED TO SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING

The Committee received a report of the Grants Co-ordinator dated 1991 January 21, dealing with requests for civic receptions.

It was noted in the report that the preliminary 1991 budget for this account is \$48 000, which will include funding existing commitments of \$9 000 for the International Air Show in June 1991, and an additional \$9 000 for the CFL Draft.

It was also noted that the purpose of this account is to be used for paying the cost of a reception, breakfast, luncheon and/or dinner which is initiated by the City and arranged by City staff for a delegation or group at a facility outside of City Hall. The event will normally be entirely hosted by the City but may at times be co-hosted with another party. The contact for this type of event could be through the Mayor's Office, an individual Alderman, the City Clerk, or others.

(d) COMMONWEALTH PHARMACEUTICAL ASSOCIATION - REQUEST FOR SPONSORSHIP OF LUNCHEON

Mr. Alfred Scales, President of the Pharmaceutical Association, and Ms. Denise O'Hanian appeared before the Committee requesting that the City of Hamilton provide a luncheon to the delegates attending their conference to be held in the City of Hamilton 1991 August 25-29.

The Committee had before it a report of Mayor Robert M. Morrow dated 1991 January 7 recommending that the City of Hamilton contribute up to \$10 000 to help host the luncheon at the Hamilton Convention Centre for this worldwide conference.

After taking the request under advisement, the Committee agreed to submit the following recommendation to City Council for approval:

That a grant in the amount of \$3 000 be approved to help host a luncheon at the Hamilton Convention Centre for the Commonwealth Pharmaceutical Association Conference to be held in Hamilton from August 25 to 29, 1991, and that this expenditure be financed from Special Civic Receptions and Delegation Hosting Account CH55314 84010.

(e) HAMILTON CHAPTER OF THE CANADIAN PUBLIC RELATIONS SOCIETY - REQUEST FOR SPONSORSHIP IN AWARDS PROGRAMME

Mr. Victor Disyak, representing the Canadian Public Relations Society of Hamilton, appeared before the Committee to offer the opportunity to the City of Hamilton to be supportive of their organization by sponsoring an award.

The Committee had before it a report of Mr. Dennis Carson, Executive Assistant to the Mayor, dated 1990 December 18, advising that Mayor Morrow has requested that the Finance and Administration Committee sponsor an award at a cost in an amount of \$1 500 for the first year and \$1 000 per subsequent year for a period of at least two years.

After taking this request under advisement, the Committee directed that the request of the Canadian Public Relations Society of Hamilton be denied.

(f) REQUEST FOR CONTRIBUTION TO HELP HOST LUNCHEON AT THE 1991 SCIENCE TEACHERS' ASSOCIATION OF ONTARIO CONFERENCE

Mr. Gord Phillips, Chairman of the Science Teachers' Association of Ontario, appeared before the Committee requesting that the City of Hamilton provide a luncheon to over 1 200 delegates attending their conference to be held in the City of Hamilton on October 17, 1991.

The Committee had before it a report of Mayor Robert M. Morrow dated 1990 December 20 recommending that the City of Hamilton contribute up to \$10 000 to help host a luncheon at the Hamilton Convention Centre.

After taking this request under advisement, the Committee agreed to submit the following recommendation to City Council for approval:

That a grant in the amount of \$500 be approved to help host a luncheon at the Hamilton Convention Centre for the 1991 Science Teachers' Association of Ontario Conference to be held in Hamilton October 17 - 19, 1991, and that this expenditure be financed from Special Civic Receptions and Delegation Hosting Account CH55314 84010.

(g) LIONS INTERNATIONAL CONVENTION - REQUEST FOR SPONSORSHIP OF RECEPTION/DINNER/HOSTING

Mr. Ted Sheehan, Convention Chairman, and Mr. W. Cork, and Mr. Jackson, appeared before the Committee requesting that the City of Hamilton host a VIP reception and dinner for delegates attending the Lions International Convention to be held in the City of Hamilton in May 1991.

After taking this request under advisement, the Committee agreed to submit the following recommendation to City Council for approval:

That the City of Hamilton host a reception and dinner for the delegates attending the Lions International Convention to be held in the City of Hamilton 1991 May 30 to June 2 at a cost of approximately \$5 000, and that this expenditure be financed from Special Civic Receptions and Delegation Hosting Account CH55314 84010.

(h) CLASSICAL ASSOCIATION OF THE MIDDLE WEST AND SOUTH (McMASTER UNIVERSITY) - REQUEST FOR CIVIC RECEPTION AT CONVENTION

The Committee had before it a report of Mayor Robert M. Morrow dated 1991 January 9 recommending that the City of Hamilton host a reception for the Classical Association of the Middle West and South at a cost not to exceed \$1 750 at the Sheraton Hamilton Hotel on Thursday, 1991 April 4.

Following consideration, the Committee agreed to submit the following recommendation to City Council for approval:

That a grant in the amount of \$1 000 be approved to help host a reception for the Classical Association of the Middle West and South (McMaster University) on Thursday, 1991 April 4, and that this expenditure be financed from Special Civic Receptions and Delegation Hosting Account CH55314 84010.

6. TREASURER

(a) 1990-1991 USER FEES AND OTHER REVENUES BY DEPARTMENT

The Committee received a comparative listing of 1990-1991 user fees and rates for the City of Hamilton. It was noted that some fees have received Council approval effective 1991 January 1 and others will be going to Committee/Council at various times throughout 1991.

It was also noted that a by-law will be prepared for submission to City Council which would increase all user fees annually by the rate of inflation.

The Committee also agreed to revisit the entire issue of user fees with the view to the possibility of making representation to the Province of Ontario for authority to change the maximum amount of fees to be charged by a municipality.

(b) POST AUDIT LETTER - RECOMMENDATIONS AND COMMENTS CONCERNING ACCOUNTING SYSTEMS, PROCEDURES AND CONTROLS FOR 1989

The Committee received a report of the Treasurer dated 1990 November 29 outlining the 1989 Management Letter issued by Pannell Kerr MacGillivray Chartered Accountants on the City's operations. Included in the Management Letter are the observations or weaknesses of the existing systems audited, recommendations for strengthening these systems and the corrective action taken by management.

In receiving this report, the Committee directed the Treasurer to report back to the Committee on a six month update on the implementation of the post audit recommendations.

(c) **REALTY & BUSINESS TAX PRE-LEVY MILL RATES**

As outlined in a report of the Treasurer dated 1991 January 14, the Committee agreed to submit the following recommendations to City Council for approval:

That the prelevy residential and non-residential mill rates for 1991 be established at figures slightly below 50% of the 1990 respective mill rates as follows:

- (a) That a real property tax prelevy mill rate of 182 mills be established for 1991 to be billed in two instalments of 91.0 mills each, payable February 28 and March 28, 1991.

NOTE: This prelevy rate represent 49.886% of the 1990 residential mill rate.

- (b) That a business tax prelevy mill rate of 214 mills be established for 1991 to be billed in one instalment, payable February 28, 1991.

NOTE: This prelevy rate represents 49.859% of the 1990 non-residential mill rate.

- (c) That a non-metered water and sewer surcharge prelevy, be established on behalf of the Regional Municipality of Hamilton-Wentworth, based on approximately 50% of the 1990 charge, to be billed in two equal instalments, payable February 28 and March 28, 1991.

(d) **1991 REALTY TAX NOTIFICATION/BILLS**

As outlined in a report of the Treasurer dated 1991 January 24, the Committee approved the format for the 1991 Realty Tax Notification/Bill as recommended by the Sub-Committee at its meeting held 1991 January 22.

It was noted that the Coat of Arms for the Boards of Education and the Region have been inserted on this form as the City has received permission from each of these bodies for its use in this manner. The other major change in the format is in the heading area where the names of all four bodies have been inserted in place of The City of Hamilton to indicate clearly the areas of responsibility.

It was also noted that the Sub-Committee discussed a number of concepts for developing a tax information brochure for 1991 with the marketing consultant. Further meetings will be held in February to review the proposals and a recommendation on this matter by the Sub-Committee should be forthcoming in March 1991.

(e) **WRITE-OFF OF OUTSTANDING BUSINESS TAXES**

As outlined in a report of the Treasurer dated 1991 January 17, the Committee agreed to submit the following recommendation to City Council for approval:

That outstanding business taxes in the amount of \$184 993.65 be written off in accordance with Section 495 of the Municipal Act, R.S.O., 1980, and charged to Account CH15401-00001, Tax Write-Offs.

NOTE: Detailed information respecting these write-offs can be obtained by contacting the Secretary of the Finance and Administration Committee or the Treasurer.

(f) STATUS OF REALTY & BUSINESS TAX ARREARS

The Committee received a report of the Treasurer dated 1991 January 18 showing a comparison of the outstanding arrears of realty and business taxes as at December 31 for the years 1989 and 1990.

It was noted in the report that there have been significant increases in the amount of arrears in both realty and business taxes over the past year, which in the opinion of the Treasurer is a reflection of the current economic conditions.

(g) 1991-1995 PROVISIONAL CAPITAL BUDGET

As outlined in a report of the Treasurer dated 1991 January 23, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the Capital Projects, attached hereto as Appendix "B" Pages 6 to 15, (Revised Pages 35 through 44) representing the parameters as outlined below be approved subject to Item (b) and (c) as follows:
 - i) debenture charges expressed as a percentage of levy to 11.6%, representing a reduction in the formerly approved parameter of 12.5%, and,
 - ii) a 5% increase per year in debenture charges.
- (b)
 - i) That the City Treasurer be authorized to reduce the 1991 Capital General Contingency from \$2,000,000 (\$1,500,000 for general plus \$500,000 for G.S.T.) to \$448,000 and finance the additional 1991 Road Reconstruction Program - Local Roads and Sidewalks of \$1,552,000 with the balance remaining in the 1991 Capital Levy and the Reserve for Capital Projects.
 - ii) That the Transport and Environment Committee be requested to revise their policy of approving the supplementary list for the Road Reconstruction Program - Local Roads and Sidewalks such that no supplementary lists of Road reconstruction be approved and any savings from the original contract would be transferred back to general contingency for the balance of the year.
- (c) That the new Capital Project "Double A" Baseball Stadium in the amount of \$11,236,000 not be considered for inclusion in the 1991-1995 Provisional Capital Budget in the Years 1992 and 1993, as recommended by the Parks and Recreation Committee at its meeting of January 22, 1991, since a trade off of other soft service projects of the Parks and Recreation Committee with debenture financing would be inadequate to compensate for this project and stay within the guidelines, such as:

Proj. No.	Project Description	Projects for Review (000's)									
		Start	Project Finish	Gross Cost	1991	Net Financing			1995	1996 & After	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	
97.0	Huntington Park Renovation/Retrofit	1991	1993	3,200	800	1,100	1,300				
100.0	Whitehern Renovation & Stable Conversion	1994	1994	250				250			
101.0	Steam Museum Pumphouse Restoration	1994	1995	500				200	300	1,239	
106.0	Children's Museum Redevelopment	1995	1996	3,239					2,000	2,000	
107.0	Riverdale Recreation Centre	1994	1996	6,600				1,600		3,000	
113.0	Ryerson Therapeutic Hot Pool	1994	1994	400				400			
128.0	Ivor Wynne Stadium Artificial Turf Replacement	1992	1992	1,405		1,405					
132.0	Mohawk Sports Park Floodlighting & Bleachers - Track	1991	1991	470	470						
133.0	Mohawk Sports Park - Upgrading	1995	1995	130					130		
134.0	Mohawk Sports Park - Upgrading	1995	1995	242					242		
135.0	Mohawk Sports Park - Parking Lots	1993	1993	250							
				<u>16,686</u>	<u>1,270</u>	<u>2,505</u>	<u>250</u>	<u>2,450</u>	<u>4,672</u>	<u>4,239</u>	
	Double "A" Baseball Stadium	1992	1993	11,236		5,000	6,236				

Note: All projects financed by debentures for the 1991-1995 Provisional Capital Budget are outlined as per attached list. Appendix "B", Page 19 and 20.

- (d) That the debt charges shall not exceed an average of 11.6% of the estimated adjusted municipal levy over the five year Capital Budget, and a 5% increase per year in debenture charges.
- (e) That the policy established in 1982, whereby any unexpended portion of the municipal contribution to a Local Board be placed in a reserve for capital projects for that Board, should be continued in 1991 and subsequent years to the extent that only adequate reserves are accumulated by Board (as opposed to excessive reserves) and beyond this point such funds may be allocated to other areas requiring Local Board funding including any annual shortfall (amount required in excess of the municipal contribution).
- (f) That the employment impact of each project be given consideration.
- (g) That the six mill capital levy continue with specific reference to the "Pay-As-You-Go" policy, on the understanding that the expenditure program for the Reconstruction of Roadways, Abutting Sidewalks and other Sidewalks - Local Roads, be given first priority of the annual financing from this source. The balance of this six mill levy will be assigned to finance such other capital projects as directed by City Council.
- (h) That where the construction specifications of a capital project go beyond the normal requirements of the City of Hamilton as a result of financial involvement with outside groups such as senior levels of government, institutions, private sector corporations, individuals, or other groups, that such outside contribution be in the firm commitment before City Council is requested to confirm the gross cost of the project and the financial contribution of the City.
- (i) That new projects be introduced only in the fifth year of the program, or where Council is able to trade-off an existing project already included in the previous year's five year program.
- (j) That this Capital Budget Program be endorsed and approved by City Council for submission to and consideration by the Ontario Municipal Board, through the Regional Council.
- (k) That the Projects starting in the year 1991 be approved for implementation as per the attached list, Appendix "D" Pages 21 to 23 indicating the method of financing. The originating Department Head be requested to proceed with these projects. The City Solicitor be authorized to apply to the Ontario Municipal Board for all the 1991 start date projects requiring debenturing as indicated. The Regional Municipality of Hamilton-Wentworth be requested to consent to the issuance of debenture.

(h) **1991 CURRENT BUDGET OVERVIEW AND PROCESS**

The Committee had before it a summary of the 1991 Current Estimates.

It was noted in the report that, as directed by City Council, all departments and local boards have prepared service/program packages to reduce their 1991 estimates to the 1990 estimate levels. This has been done to comply with the City Council directive to achieve a zero tax rate increase for 1991. These service/program packages represent service level cuts. The budget presentations to the Standing Committees will have included these service level cuts to ensure a zero tax increase.

The Standing Committees' role will be to review these levels of service and agree to these reductions or "add back" these levels with an understanding that the tax (mill) rate would be forced somewhere above zero. This would still comply with the City Council directive, however, the "add backs" would be limited to a projected rate of inflation for 1991, approximately 5.5%.

As suggested in the report, the Committee agreed to review and approve the City revenues and financial accounts at its next regular meeting to be held 1991 February 7.

The Committee agreed to meet privately with Mr. Matthews and Mr. Johnston following this meeting to discuss the implications of the service/program packages representing service level cuts.

7. MAYOR R. MORROW

(a) REQUEST TO PURCHASE ADVERTISEMENT IN THE KINSMEN MAGAZINE

As recommended by Mayor Morrow, in a report dated 1990 December 18, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the request of the Association of KIN Clubs for the City of Hamilton to purchase an ad in the special issue of the national publication "KIN Magazine" at a cost of \$495, be approved.
- (b) That the cost of this ad be financed from the City Clerk's Advertising Account No. CH56302 12001.

In approving the above recommendation, the Committee agreed that the Policy on Purchasing Advertisements, adopted by the Finance and Administration Committee 1990 February 23 due to extreme budget cuts and restraints, does not apply to non-profit or charitable organizations.

(b) WINTER CITIES ASSOCIATION MEMBERSHIP

The Committee received a letter from Mr. Harold A. Hanen, President, Winter Cities Association, inviting the City of Hamilton to become a member of this organization.

8. DIRECTOR OF PROPERTY - LEASE OF CITY OWNED LAND TO CARLO DEL SORDO, STONE CHURCH ROAD EAST

As outlined in a report of the Director of Property dated 1991 January 3, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the City of Hamilton lease .1949 acre of land on Stone Church Road (part of Part 5, 62R-4187) to Carlo Del Sordo for a five (5) year period commencing May 1, 1991, at a rate of \$400 per annum plus realty and business taxes.
- (b) That the Lease Agreement will contain the following conditions:
 - i) The City has the right to cancel the lease upon six (6) months notice.
 - ii) The Lessee (Carlo Del Sordo) will deposit a notice of the lease at his expense in his adjoining property namely 1249 Stone Church Road East and register a notice of lease on the City's property.

- iii) The use of the City property is for driveway access and landscaping only.
- iv) The Lessee will landscape that area of the leased spaces not currently used for driveway access.
- (c) That the City Solicitor be authorized to prepare the necessary Lease Agreement.
- (d) That the Mayor and City Clerk be authorized to execute the Lease Agreement.

9. **RESOLUTIONS - REQUESTS FOR ENDORSEMENT**

(a) **TOWN OF VAUGHAN - PROPERTY TAXES**

As outlined in a report of the Treasurer dated 1991 January 18, the Committee agreed to submit the following recommendations to City Council for approval:

That the City of Hamilton support a resolution from the Town of Vaughan requesting the Government of Ontario to establish a commission which would include elected school board and Municipal representatives to:

- (a) Address the issue of increases in property taxes in recent years and the significant decreases in the Ontario Government's share of funding towards education in the Province.
- (b) Make recommendations to government as to the best and most effective way in achieving the government's goal of restoring funding for education purposes from the present level of 40% to the previous level of 60% over a period of time.
- (c) Make other recommendations on overall education financing.

(b) **CITY OF TORONTO - CBC'S DECISION TO CLOSE TORONTO FRENCH-LANGUAGE TV BUREAU**

The Committee agreed to recommend to City Council that the resolution from the City of Toronto regarding the recent decision by the CBC to close its Toronto French-language TV bureau, be received.

In receiving this resolution, the Committee agreed to recommend to City Council that the Federal Government be requested to take all necessary measures to preserve local CBC radio broadcasting in the City of Hamilton and in other areas deprived of such services by Federal Government cutbacks and by the decisions of CBC management.

(c) **TOWN OF MARKHAM - OPPOSITION TO THE IMPLEMENTATION OF THE GST**

The Committee agreed to recommend to City Council that the resolution from the Town of Markham declaring strong opposition to the implementation of the GST be endorsed.

10. FRENCH SUB-COMMITTEE

As outlined in a report of the Secretary of the French Sub-Committee dated 1990 December 28, the Committee agreed to recommends to City Council that the City of Hamilton become a member of the Francophone Association of Municipalities of Ontario, and that the \$700 membership fee be financed from Unclassified Expenditures Centre Number CH24210.

11. CANADIAN COUNTRY MUSIC WEEK CONVENTION

The Committee received an executive summary report on the Country Music Week '91 as submitted by Mr. G. Etele of the Country Music Week '91 Host Committee. It was noted that reconsideration of this grant request would have to be initiated by City Council.

12. FEDERATION OF CANADIAN MUNICIPALITIES - INCREASE IN RADIO LICENCE FEES

The Committee agreed to submit the following recommendation to City Council for approval:

That the Honourable Marcel Masse, Minister of Communications, be requested to reconsider the recent massive increase in the licence fee municipalities must pay for radios used in police, fire and other emergency vehicles which comes at a time when pressures on municipal budgets have strained to the limit their capacity to pay for essential services and that a copy of this resolution be circulated to all local Members of Parliament.

13. HAMILTON '91 LABATT BRIER

As outlined in a report of the City Clerk dated 1991 January 23, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the Liquor Licence Board of Ontario be advised that the City of Hamilton is aware of the application of the Hamilton Victoria Club and the Glendale Golf and Country Club to extend their liquor sales licence during the period of the Hamilton '91 Labatt Brier March 3 - 10, 1991 and the application of the Hamilton Convention Centre to extend its liquor sales licence on March 6, 1991, and further;
- (b) That inasmuch as the Brier is an event of municipal/national significance, the Corporation of the City of Hamilton has no objections to these applications.

14. IN-CAMERA AGENDA

The Committee retired to meet in-camera to discuss private and confidential reports of the City Solicitor regarding settlement of claims, and to receive an update from the Commissioner of Human Resources on the union negotiations.

Reconvening in open session the Committee agreed to submit the following recommendations to City Council for approval as recommended by the City Solicitor in various reports:

1.
 - (a) That the City of Hamilton consent to Ontario Court General Division Action No. 2473/83 and Action No. 2373A/83 being dismissed without costs as against Intercontinental Warehouses.
 - (b) That the City of Hamilton consent to Ontario Court General Division Action No. 2473/83 and Action No. 2373A/83 being dismissed without costs as against The Superintendent of Insurance.
2.
 - (a) That the City of Hamilton resolve Ontario Court General Division Action No. 6210/86 by the payment to the Plaintiffs, Jean and Russell Hnatiuk, of the sum of \$15 982.84 inclusive of damages, interest and costs.
 - (b) That the Plaintiffs be required to provide a Full and Final Release satisfactory to the City Solicitor.
 - (c) That Ontario Court General Division Action 6210/86 be dismissed without costs.
3.
 - (a) That the City of Hamilton reject the Offer to Settle Ontario Court of Justice (General Division) Action No. 7324/89 submitted by the Plaintiffs, Sharon Guyatt, Richard Guyatt and as Litigation Guardian for Gregory Guyatt, Bradley Guyatt and Trevor Guyatt, in the amount of \$260 383.10 inclusive of legal costs and interest.
 - (b) That the City of Hamilton obtain an independent medical assessment of Sharon Guyatt's damages prior to presenting a counter offer to the Plaintiffs, Sharon Guyatt, Richard Guyatt and as Litigation Guardian for Gregory Guyatt, Bradley Guyatt and Trevor Guyatt.
4.
 - (a) That the City of Hamilton agree to resolve Ontario Court of Justice (General Division) Action No. 9561/87 by the payment, to the Plaintiffs, Bette and Vincent Ferrara, of \$6 072.63 inclusive of all damages, interest and costs.
 - (b) That the Plaintiffs execute a Full and Final Release satisfactory to the City Solicitor.
 - (c) That Ontario Court (General Division) Action No. 9561/87 be dismissed as against the City of Hamilton without costs.
5.
 - (a) That the City offer to settle Ontario Court of Justice (General Division) Action No. 20096/90 by the payment of \$2 500 inclusive of damages, interest and cost to the Plaintiff, George Simpson.
 - (b) That the City obtain from the Plaintiff, George Simpson, a Release satisfactory to the City Solicitor and that Ontario Court of Justice (General Division) No. 20096/90 be dismissed as against the City of Hamilton without costs.
6.
 - (a) That the City of Hamilton resolve Ontario Court of Justice (General Division) Action No. 20080/90 by the payment of \$1500 inclusive of all damages, interest and costs to the Plaintiff, Terese Campbell.

- (b) That the City obtain a Full and Final Release from the Plaintiff, Terese Campbell, satisfactory to the City Solicitor and an Order dismissing Ontario Court General Division Action No. 20080/90 without costs.
- 7.
 - (a) That the City of Hamilton offer to settle Ontario Court of Justice (General Division) Action No. 1806/86 by the payment of \$7 992 inclusive of pre-judgment interest, legal costs and disbursements to the Plaintiffs, Donald Holt and Brenda Holt and \$7 370 inclusive of pre-judgment interest, legal costs and disbursements to the Plaintiffs, John V. Flanagan and Anne Flanagan.
 - (b) That the Plaintiffs, Donald Holt and Brenda Holt and John V. Flanagan and Anne Flanagan be required to provide a Full and Final Release to the City of Hamilton in a form satisfactory to the City Solicitor and that the Ontario Court of Justice (General Division) Action No. 1806/86 be dismissed as against The Corporation of the City of Hamilton.
- 15. **SPECIAL MEETING RE 1991 CURRENT BUDGET OVERVIEW AND PROCESS**

The Committee agreed to schedule a special meeting on Tuesday, 1991 January 29 at 6:00 o'clock p.m. to discuss the 1991 Current Budget overview and process and the implications of a zero mill rate increase.

The meeting then adjourned.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE**

**John Thompson, Secretary
Finance and Administration**

B (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 1

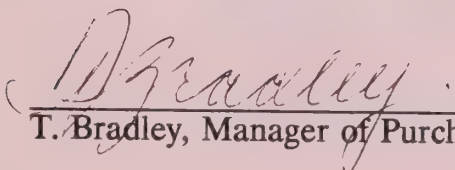
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) INTEGRAL WHEEL
LOADERS UNITS #9403, 9518 FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Tenneco Canada Inc., d/b/a Case Power & Equipment, Grimsby, in the amount of \$86 891.20 for the replacement of Two (2) Integral Wheel Loaders Units #9403, 9518 for Fleet Services, being the lowest of four (4) tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from the Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Tenneco Canada Inc., d/b/a Case Power & Equipment, Grimsby	\$ 86 891.20
Bryan's Farm & Industrial Supply, Puslinch	100 622.20
Oneida Ford New Holland Ltd., Caledonia	102 853.20
Marsh Bros. Tractor Inc., Copetown	139 177.10

The units being replaced will be disposed of at a future auction.

B. (ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 1

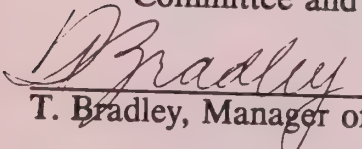
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: CONTRACTS FOR ARCHITECTURAL AND
ENGINEERING SERVICES

RECOMMENDATION:

- a) That contracts be entered into satisfactory to the City Solicitor for full Architectural and Engineering Services in the design, contract documentation and administration of construction and/or renovations, as follows:
 - i) John Mokrycke Architect Inc., Hamilton for the new Track and Field House at Mohawk Sports Park in the amount of \$28 000
 - ii) Richard G. Butterworth Architect Inc., Hamilton for the new Staff Facilities Building at Gage Park in the amount of \$31 000
 - iii) Igor Barta Architect Inc., Burlington for renovations to the Upper Ottawa Street Public Works Building in the amount of \$26 000
- b) That standard contract(s), where appropriate, are being prepared by the City Solicitor and the Manager of Purchasing for submission to the Finance and Administration Committee and Council for their approval.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

This will negate the necessity of having individual contracts approved.

C. (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 31

REPORT TO: Mr. John Thompson, Secretary
Finance & Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: BOYS & GIRLS CLUBS OF ONTARIO

RECOMMENDATION:

- (a) That, consistent with previous years, the City of Hamilton purchase a quarter (1/4) page in the information booklet of the Boys & Girls Clubs of Ontario at a cost of \$225.
- (b) That this cost be financed from the City Clerk's Advertising Account No. CH56302 12001.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

This information booklet is distributed to all public and highschool libraries, daycare centres, abuse centres, and the Children's Aid Society.

The purpose of the book is to let parents and children know where help and help are available. Funds raised go toward helping underprivileged children through community-based programs.

c.c. Mr. S. Hollowell, Manager, Records Division

C. (ii)
RECEIVED

JAN 30 1991

CULTURE & RECREATION DEPARTMENT

MEMORANDUM

CITY CLERKS

TO: Mr. K. E. Avery
City Clerk
City Clerk's Department

YOUR FILE:

FROM: Cheryl York
Arts Co-ordinator
Culture & Recreation Department

OUR FILE:
PHONE:

SUBJECT: Arts Awareness Month (May 1991)
City Hall Displays

DATE: 1991 January 28

It would be very much appreciated if the Finance and Administration Committee would consider a request for space at City Hall to be approved for display purposes during Arts Month.

We would require East and West sections of the second floor foyer from April 29-May 10, 1991.

The City initiated Arts Month in an effort to promote Hamilton's Arts community. The project was approved by City Council in July 1990.

It is hoped that City Hall will be able to complement other downtown exhibit locations by offering an opportunity for groups such as the Hamilton Society of Architects and the City's Museums to provide visual displays.

CY/cf

CY.

C. (iii)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 22 1991

DATE: 1991 January 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: K. E. Avery
City Clerk

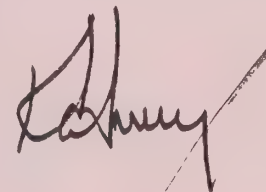
SUBJECT: HERITAGE DAY PROCLAMATION CEREMONY -
USE OF SECOND FLOOR, CITY HALL

RECOMMENDATION:

- a) That permission be granted to the Local Architectural Conservation Advisory Committee and Hamilton Historical Board to use the east end of the second floor, City Hall, from 1991 February 15 - 19 as a display area for Heritage Day; and,
- b) That the City Clerk be granted the authority to approve a similar use in the future, provided that it does not interfere with any other activity.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A



BACKGROUND:

Heritage Day will be celebrated province-wide on 1991 February 18.

c.c. Mayor's Office
Miss C. Coutts, Secretary
LACAC
Mr. Rob Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
Clerk's Department
Information Desk
File

C. (iv)

CITY OF HAMILTON
- RECOMMENDATION -

JAN 29 1991

DATE: 1991 January 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

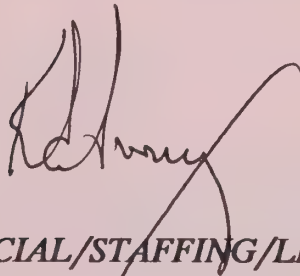
FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Hamilton Street Railway
Renewal of Annual Transit Passes

RECOMMENDATION:

1. That permission be granted to the Hamilton Street Railway to use the second floor lobby area and related equipment for the purpose of renewing annual transit passes from 9:00 a.m. to 4:00 p.m. on the following days:

March 14 and 15,
March 18, 19 and 20,
March 25, 26, 27 and 28
2. That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager, Property Maintenance
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

C. (✓)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 4

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Select Committee on Confederation in Ontario
Use of Council Chamber

RECOMMENDATION:

That permission be granted to the Broadcast and Recording Service of the Legislative Assembly to use the City Hall Council Chamber on Thursday, 1991 February 21 from 9:00 a.m. to 9:00 p.m. for the Select Committee on Confederation in Ontario to hold public meetings.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

For the information of the members of the Finance and Administration Committee, the Ontario Municipal Board was scheduled to conduct a hearing of a zoning by-law appeal in the Council Chamber on 1991 February 21. However, alternative arrangements have been made to hold the hearing at the Convention Centre on the above date.

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

C. (vi)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 1

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Flying of the Lithuanian Flag

RECOMMENDATION:

1. That the request of the Hamilton Lithuanian Canadian Community to fly the Lithuanian flag on 1991 February 16 and 17 to commemorate the independence of Lithuania be approved.
2. That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

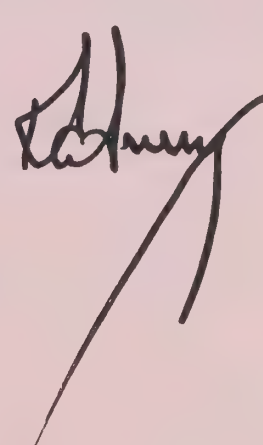
FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office

Mr. R. Swan, Manager
Property Maintenance Division

File

A handwritten signature in black ink, appearing to be 'K. E. Avery', with a long, sweeping diagonal line extending downwards and to the left from the end of the signature.

D.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 31

REPORT TO: Mr. John Thompson, Secretary
Finance & Administration Committee

FROM: Alderman B. Hinkley, Chairman
Finance and Administration Committee

SUBJECT: HAMILTON CORPORATE CHALLENGE

RECOMMENDATION:

- (a) That, consistent with previous years, a grant in the amount of \$2 260. be made to the Hamilton Corporate Challenge to be used toward the cost of entering and sponsoring two teams of civic employees to take part in the Hamilton Corporate Challenge to be held at McMaster University 1991 June 9.
- (b) That this expenditure be financed from the Unclassified Account.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

1991 January 22

Alderman B. Hinkley, Chairman
Finance & Administration Committee
City Hall

Dear Alderman Hinkley:

Once again it is time for the "HAMILTON CORPORATE CHALLENGE".

The "CHALLENGE" is a competitive sports day organized by the Hamilton & District Chamber of Commerce. In 1989, the competition drew one hundred (100) teams from various corporate sponsors throughout the City.

The City of Hamilton has sponsored a team since 1984 and due to the overwhelming response in 1986, the City of Hamilton entered two (2) teams. Each team consists of twenty (20) employees from various civic departments (10 male and 10 female). The aim of the CORPORATE CHALLENGE is to promote good health and physical activity. It is also hoped that the "CHALLENGE" will help to foster greater understanding and co-operation amongst all members of the corporate community.

The sponsorship involved has been increased to \$180. per team entry fee, plus the cost of team uniforms, equipment and GST which total \$1,900.00 for both teams (itemized list attached).

This year, the CHALLENGE will be held on Sunday, 1991 June 9 at McMaster University. The entry deadline is May 1991 but, the Chamber of Commerce is encouraging prompt responses and will only accept the first one hundred (100) entries.

It is hoped that the City of Hamilton will take an active part in supporting this year's teams. Thank you for your anticipated co-operation in assisting the teams this year.

Yours truly,



Melissa Gould, Team Captain
Gil Mazzetti, Team Captain

c.c.: J. Thompson, Secretary, Finance & Administration Committee JAN 22 1991

HAMILTON CORPORATE CHALLENGE
Itemized List of Equipment and Supplies
[two (2) teams - 40 people]

Registration Fee (\$180. per team)	\$ 360.00
Tent Rental -- Complete Rental-Alls [Delivery, Set-up and Removal]	\$ 430.00 (includes tax)
Uniforms (2 teams -- 40 people)	
40 pr. shorts	\$ 635.00
40 t-shirts	545.00
40 pr. socks	<u>290.00</u>
TOTAL REQUIRED FOR UNIFORMS	\$ 1,470.00
<u>TOTAL REQUIRED FOR SUPPLIES & EQUIPMENT</u>	<u>\$ 2,260.00</u>

E.

CITY OF HAMILTON

- RECOMMENDATION -

JAN 31 1991

DATE: 1991 January 30

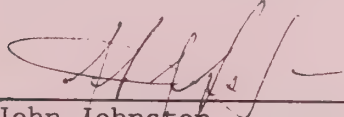
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments to and Terminations from Permanent
Positions with the Corporation of the City of
Hamilton (C-004-091)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to January 29, 1991 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached

THE CORPORATION OF THE CITY OF HAMILTON
APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Werner Plessl	Parks Development Superintendent (J)	Public Works	Replacing Mr. F. Bernt - retired	\$48,283.56 to \$56,918.68	07/01/91

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Ms. Lynn Dale	Legislative Assistant I	City Clerk	Resigned	11 months	31/01/90

F.

CITY OF HAMILTON
- INFORMATION -

JAN 28 1991

DATE: 1991 January 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

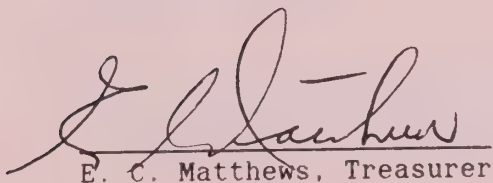
FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: CHANGE OF NAME OF EXTERNAL AUDITING FIRM FOR CITY
OF HAMILTON

BACKGROUND:

The Audited Financial Statements for the year ended December 31, 1989, were certified by the auditing firm of Pannell, Kerr, MacGillivray.

Effective, February 2, 1991, the Hamilton and St. Catharines offices of this firm of Chartered Accountants will be known as "MacGillivray Partners", chartered accountants. There will be no change to our external audit arrangements excepting that our financial statements for 1990, will be certified under the new name, but still signed by our same partner in charge, Mr. Michael Collyer, F.C.A.


E. C. Matthews, Treasurer

c.c. Mr. Michael Collyer, F.C.A.

G.

OFFICE OF THE REGIONAL CLERK

MEMORANDUM

TO: Mr. K. E. Avery
City Clerk
City Clerk's Department

FROM: Mrs. Mary Gallagher
Legislative Assistant
Office of the Regional Clerk

PHONE: (416) 546-4115

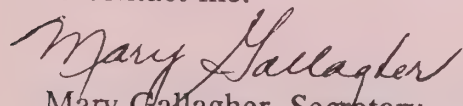
SUBJECT: **Advisory Committee on Equitable
Representation on Committees,
Boards and Commissions**

DATE: 1991 January 28

With respect to your correspondence of December 17, 1990, please be advised that the Advisory Committee for the Physically Disabled on Friday, January 25, 1991, recommended the following representative to the Advisory Committee on Equitable Representation on Committees, Boards, and Commissions, as requested by the Finance and Administration Committee of the City of Hamilton:

Ms. Michelle Laforet
c/o Canadian Hearing Society
2301 King Street East
Hamilton, Ontario
L8K 1X6

Should you require any further information with respect to the above, please do not hesitate to contact me.



Mary Gallagher, Secretary
Advisory Committee for the Physically Disabled

cc: Mr. J. Thompson, Secretary
Finance and Administration Committee

Ms. C. Coutts, Secretary
Advisory Committee on Equitable Representation on Committees, Boards and
Commissions

A.

CITY OF HAMILTON
- RECOMMENDATION -

JAN 31 1991

DATE: 1991 January 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Sale of City owned land at 354 Fennell
Avenue West to Iain Wilson Menzies Hendry
and Elizabeth Alice Hendry

RECOMMENDATION:

- a) That an Offer to Purchase executed by Iain Wilson Menzies Hendry and Elizabeth Alice Hendry on January 16, 1991 and scheduled for closing on or before March 22, 1991, for the purchase of the easterly 0.5 metre (1.67 feet) of Lot 35, Braeman Heights Survey Plan 1207, having a frontage along the northern limit of 354 Fennell Avenue West of 0.5 metre (1.67 feet), containing an area of 19.67 square metres (211.75 square feet), subject to an easement over the northerly four (4) feet in favour of the Bell Telephone Company of Canada, as described in Instrument Number 205587 H.L. for the sum of \$261.00, be approved and completed.
- b) The purchase price of \$261.00 is to be credited to Account Number CH 4X501 00102 (Sale - Reserve for Property Purchases).


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

The subject land was acquired by the City of Hamilton on June 11, 1970 at the Sale of Public Auction of lands held for arrears of taxes. Due to the limited size of the subject land, it is deemed unusable and surplus to the needs of the City of Hamilton and therefore we respectfully recommend its sale to the abutting owner.

30 January 1991
Finance and Administration Committee
Page 2

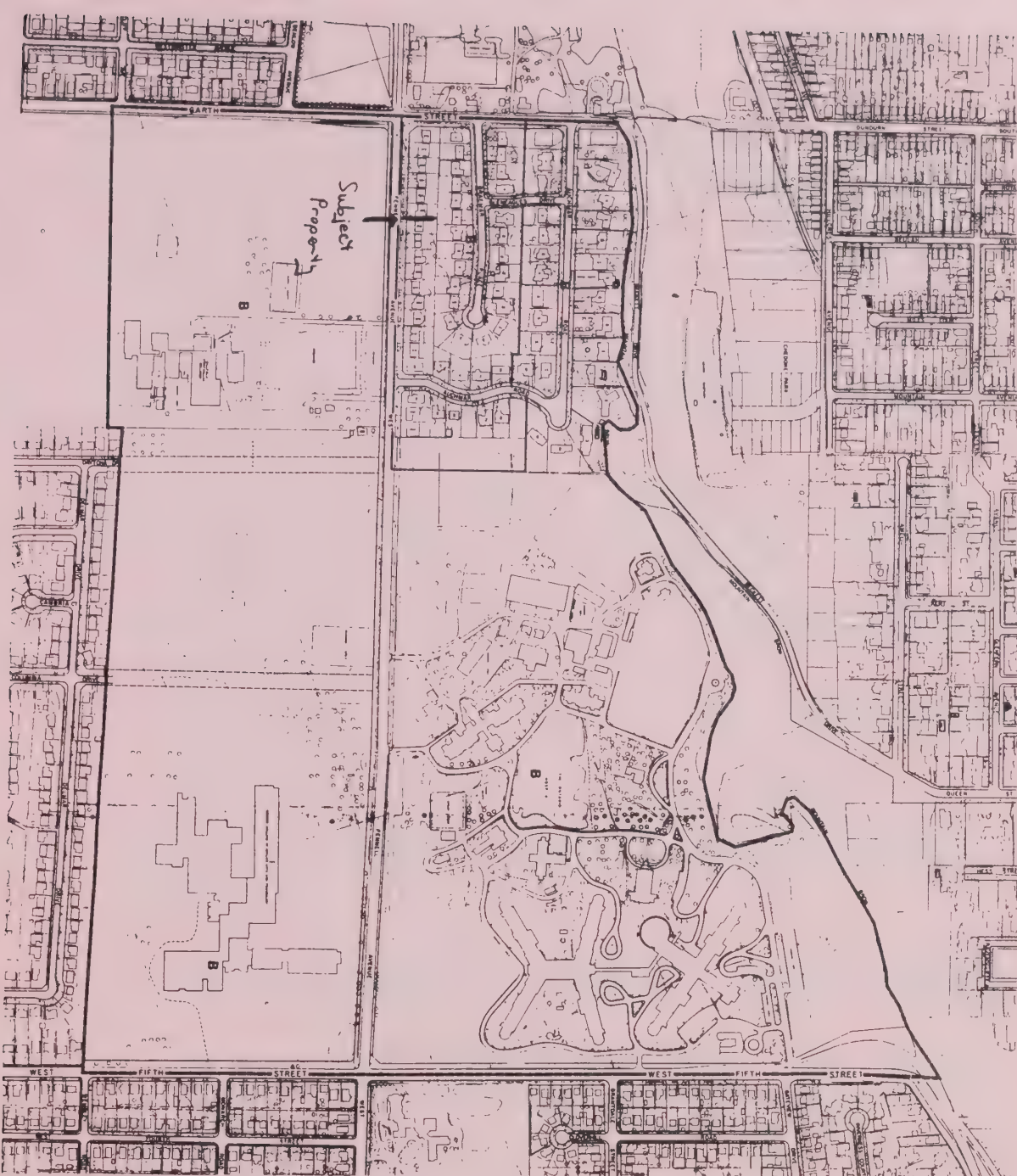
Attach.

c.c. Mrs. P. Noé Johnson, City Solicitor

Mr. E. C. Matthews, Treasurer

Ms. L. MacNeil, Property Clerk, Surveys

(20.1.303 - 4505)



<p>80 80 41</p> <p>120 120 120</p> <p>130 17 13</p>	<p>CITY OF HAMILTON</p> <p>MOHAWK</p> <p>ZONING</p>
<p>This is not a legal document for zoning purposes. Please consult the City Building Department for more information.</p>	<p>Neighbourhood Boundary</p> <p>City Boundary</p> <p>Scale: 1" = 100'</p> <p>7108</p> <p>102</p>

OFFER TO PURCHASE

Iain Wilson Menzies Hendry
& Elizabeth Alice Hendry
I/We c/o Mr. T. H. Lawrence, Director of of the City of Hamilton
Real Estate Services
Westinghouse Canada Inc.
P.O. Box 2510, Hamilton, Ontario L8N 3K2

in the Regional Municipality of Hamilton-Wentworth hereinafter called the Purchaser,
hereby agree to and with THE CORPORATION OF THE CITY OF HAMILTON,

hereinafter called the Vendor,

to purchase all and singular that certain parcel or tract of land and premises situate in the City of Hamilton in the Regional Municipality of Hamilton-Wentworth and being composed of the easterly 0.5 metres (1.67 feet) of Lot 35, Braeman Heights Survey Plan 1207, having a frontage along the northern limit of Fennell Avenue West of 0.5 metres (1.67 feet) more or less by a depth of 38.6 metres (126.8 feet) more or less, continuing an area of 19.67 square metres (211.75 square feet) more or less as shown in red on the attached plan.

at the price of Two Hundred and Sixty One-----DOLLARS (\$261.00) of lawful money of Canada, payable as follows:-

Provided that this Offer to Purchase is subject to the following conditions:-

1. This Offer shall be irrevocable by the Purchaser and may be accepted by the Vendor up to but not after the 20th day of February 1991, by a letter mailed or delivered to the Purchaser at the above address.
2. In the event that this Offer is not accepted, this Offer and everything herein contained shall be null and void and no longer binding upon any of the parties hereto and the deposit shall be returned by the Vendor without interest and the Vendor shall not be liable for any damages or costs.
3. In the event of and upon the acceptance of this Offer, this Offer and the letter of acceptance shall be a binding contract of purchase and sale and shall be completed in accordance with the terms hereof.
4. The title is good and free from all encumbrance, except as to any registered restrictions or covenants.
5. The Purchaser is not to call for the production of any title deeds, abstract or evidence of title except such as are in the possession of the Vendor.
6. The Purchaser is to be allowed thirty days from the date of acceptance of such Offer to examine the title at his own expense. If within that time any valid objection to title is made in writing to the Vendor, or its Solicitor, which the Vendor shall be unable or unwilling to remove and which the Purchaser will not waive, the contract arising out of the acceptance of this Offer shall, notwithstanding any intermediate acts or negotiations in respect of such objections, be null and void and all monies shall be returned by the Vendor without interest and it shall not be liable for any damages or costs. Save as to any valid objection so made within such time the Purchaser shall be conclusively deemed to have accepted the title of the Vendor to the real property.
7. This transaction shall be closed on or before the 22nd day of March, 1991.

8. On the closing of this transaction, the Vendor will convey the said lands to the Purchaser by a good and sufficient deed thereof in fee simple, free and clear of dower rights and all encumbrances, except as to any registered restrictions or covenants, and shall deliver vacant possession of the said lands to the Purchaser free of all tenancies.
9. The Purchaser shall assume taxes, local improvements, water and sewer rates from the date set out in paragraph 7 hereof.
10. Pending completion of this transaction, the Vendor will hold all fire insurance policies and the proceeds thereof in trust for the parties hereto as their interests may appear and in the event of damage to the said premises the Purchaser may either take the proceeds of the insurance, if any, and complete the purchase or may cancel this Offer whether accepted or not and have all monies theretofore paid returned without interest.
11. The deed or transfer is to be prepared at the expense of the Vendor. If the Vendor is a Trustee the deed or transfer is to contain trustee covenants only.
12. This agreement and its acceptance is to be read with all changes of gender or number required by the context.
13. In the event of failure of the Purchaser to complete this transaction by the date set out in paragraph 7 hereof, the deposit shall be forfeited to the Vendor as liquidated damages, in addition to any other right or remedy to which the Vendor may be entitled hereunder.
14. Any tender of documents or money may be made upon the parties hereto or their solicitors or agents and shall be either by cash or certified cheque or in the case of payment by the City, by means of the City's uncertified cheque.
15. It is understood and agreed that if the said land is within a redevelopment area, the closing of this transaction is conditional upon the approval of the Minister of Municipal Affairs and Housing under The Planning Act. It is also understood and agreed that if the said land is within an urban renewal area, the closing of this transaction is conditional upon the approval of Canada Mortgage and Housing Corporation.
16. It is understood and agreed that the said land is subject to an easement over the northerly 4 feet in favour of the Bell Telephone Company of Canada as described in Instrument 205587 H.L.
17. Schedule "A" attached hereto also forms part of this agreement.

Time shall be of the essence of this Agreement, which shall enure to the benefit of and be binding upon the Purchaser, his heirs, executors, administrators, successors and assigns, and shall enure to the benefit of and be binding upon the Vendor, its successors and assigns.

DATED at Hamilton, Ont ~~Amherst~~ this 16th day of January 1991.

SIGNED, SEALED AND DELIVERED

in the presence of

Iain Wilson Menzies Hendry
(Seal)
Elizabeth Alice Hendry
Elizabeth A. Hendry

Name of Purchaser's Solicitor T. H. LAWRASON
C/O WESTINGHOUSE CANADA INC.
Address of Purchaser's Solicitor 120 KING ST. W. HAMILTON, L8P 4V2

5/5/88

SCHEDULE "A"

Property

The easterly 0.5 metres (1.67 feet) of Lot
35 Braeman Heights Survey Plan 1207

Elements of Compensation

Market Value	\$ 1.00
Legal Costs	\$260.00
	<hr/>
TOTAL COMPENSATION:	<u>\$261.00</u>

Dated at Hamilton Ont. this 16th day of January 1991

WITNESS:

T. h. l.

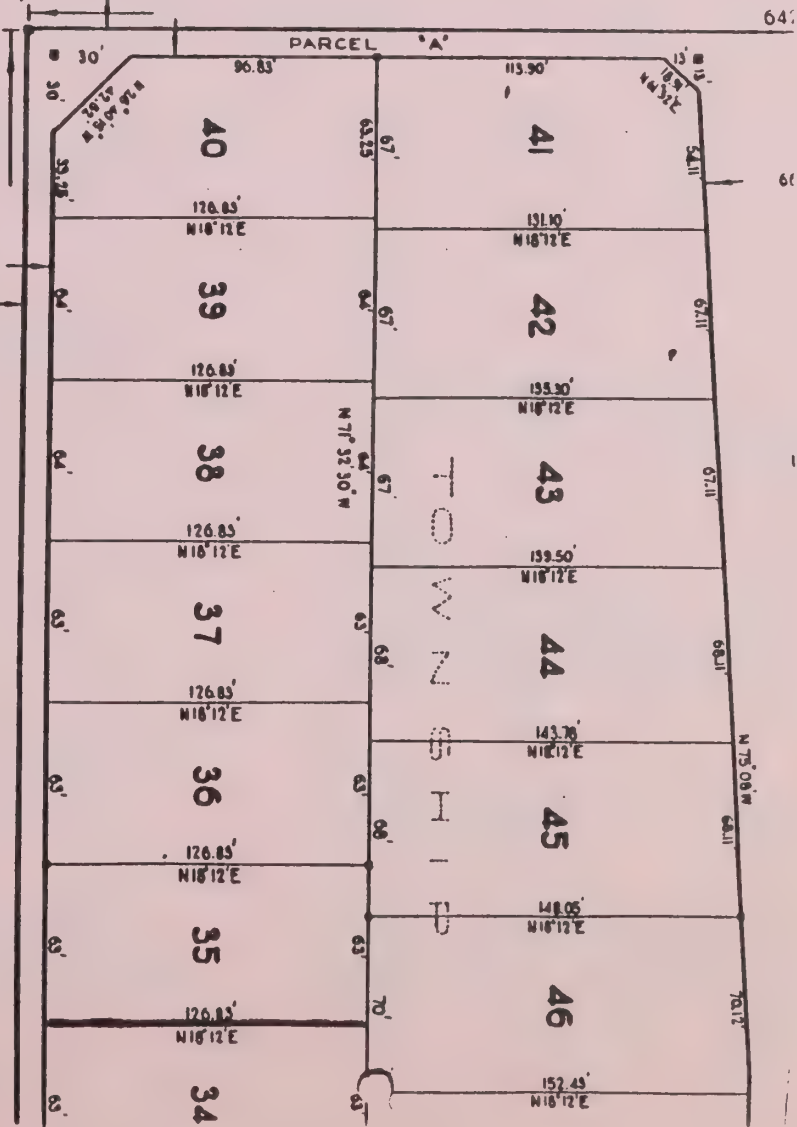
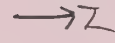
Iain Wm. Hendry
Iain Wilson Menzies Hendry

T. h. l.

Elizabeth A. Hendry
Elizabeth Alice Hendry

GARTH STREET

Plan 1207



-FENNEL AV

SURVEYOR'S CERTIFICATE

A. J. CLARKE

I, A. J. CLARKE, an Ontario Land Surveyor, certify that—
 (1) I was present at and did personally superintend the survey represented by this plan;
 (2) This plan accurately shows the manner in which the lands (colored in red) have been surveyed
 and subdivided for me.

I.

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 February 1

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Lou Sage
Chief Administrative Officer

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT
(132-0001)


L. Sage

BACKGROUND:

Since June 1990, the following component tasks have been undertaken and are at various stages as described:

<u>COMPONENT</u>	<u>TASK</u>	<u>STATUS</u>
Communication	PEP Newsletter	- ongoing - two workforce distributions . June 1990 - initial information brochure . Dec. 1990 - first issue of newsletter
	Review Existing Systems	- completed - one of the resultant recommendations to implement on-line inquiry only access to restricted personnel in all departments is targeted for March 1/91
Data Systems	Determine Systems Requirements	- 80% complete - pending integration with other corporate systems ie. MACS
	System Selection and Implementation	- initial review indicates probable in-house design capability with design completion targeted for completion in 1 year

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT

- Page 2 -

Performance Management	Define and Standardize Employee Categories	<ul style="list-style-type: none">- completed- pending data systems integration
	Review Existing Attendance pol/proc/practices	<ul style="list-style-type: none">- review completed
	Develop Attendance Policy	<ul style="list-style-type: none">- development completed- pending integration of data systems support- pending STD eligibility and Claims Management task completion- pending Steering Committee and Council approval- targeted for implementation June/91
	Develop Substance Misuse Policy	<ul style="list-style-type: none">- pending completion by April 1/91- pending Steering Committee and Council approval- targeted for implementation June/91
Income Protection	Review and Analyze Existing Benefits	<ul style="list-style-type: none">- completed- resultant administrative recommendations are being actioned
Corporate Health	Review Existing Corporate Health Services	<ul style="list-style-type: none">- completed
	Determine Role of Corporate Health Function	<ul style="list-style-type: none">- 80% completed- pending partial recommendations by April/91- pending Occupational Health and Safety policy task completion - May/91
Worklife Enhancement	Develop Employee Recognition Policy	<ul style="list-style-type: none">- completed- pending final Steering Committee and Council approval- targeted for implementation June/91

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT

- Page 3 -

PEP ACTIVITIES - NEXT SIX MONTHS

The initial tasks undertaken and developed to date are at stages that now require either implementation and/or integration with other tasks. PEP's priorities for the next six months will be concentrated on the following:

A. Finalizing Tasks Targeted for Implementation

The purpose of the PEP Project is to develop a formal system to manage performance. While some of the PEP tasks can be completed and implemented independent of other tasks, the majority are interrelated and necessitate one or more task completions prior to implementation in order to ensure consistency and accountability.

The preparation for administrative changes and policy implementation involves a review of those processes that may be required to support implementation of the change. These include revision of forms, data systems modifications, feedback from appropriate groups, submission for Council approval, design and preparation of training workshops, etc.

The following PEP initiatives are targeted for implementation:

- Attendance Policy and Procedures
- Recognition Policy and Procedures
- Data Systems to support the above policies/procedures
- Substance Misuse Policy and Procedures
- Wellness Initiatives

Included in the implementation strategy, although not listed, are the overall concepts of communication and due diligence, which will be an integral part of training. Also included will be the development and monitoring of key success indicators specific to the departments.

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT

- Page 4 -

B. Implementation Process

The process of implementing major policy/procedure/programme changes within the Region and City is a complex one given the size and scope of the two organizations. The Project Team has reviewed various implementation models and found that it will likely utilize two depending on the changes to be implemented. One is total corporate implementation and the other is to do pilot implementation in selected departments.

In both cases, the process will entail a high degree of employee involvement to ensure as broad a spectrum as possible of commitment, understanding and accountability for the changes to take place.

Schedule "A" outlines the implementation process and Schedule "B" defines the roles and responsibilities of the PEP Project Team and departments for implementation.

C. Continue PEP Development

While implementation is being prepared and underway, the PEP Project Team will continue to develop policies/procedures/programmes corporately as outlined in the PEP Study Design Report. The Communication and Data Systems components of the PEP Project are of an ongoing nature and will continue throughout the life of the Project. The following are PEP tasks to be undertaken or completed in the next six months:

- Claims Management Procedures
- Short Term Disability Eligibility
- Substance Misuse Policy
- Occupational Health and Safety Policy
- Occupational Hygiene and WHMIS
- Wellness Initiatives
- Temporary Modified Work Policy
- Permanent Partial Disability Placement Policy

RC/LS/

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT

- Page 5 -

SCHEDULE "A"

IMPLEMENTATION PROCESS

IMPLEMENTATION PHASES: A. Commitment
 B. Design & Development
 C. Operationalization

A. DEPARTMENTAL COMMITMENT PHASE

1. Departmental senior management education
 - history of **PEP**
 - **PEP** Project objective
 - implementation objective
 - implementation process
2. Identification and allocation of resources
 - who
 - how many
 - key areas
3. Assignment of department leader and team
4. Department team education (same as #1)

B. DESIGN AND DEVELOPMENT

1. Education of department team on implementation content
2. Development of departmental key indicators (to monitor success of implementation)
3. Development of customized procedures in keeping with content policies
4. Identification of training requirements

C. OPERATIONALIZATION

1. Implementation of train-the-trainer sessions
2. Education of policies/procedures/programmes department-wide
3. Monitoring and evaluation of implementation process and content

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT

- Page 6 -

SCHEDULE "B"

PILOT IMPLEMENTATION ROLES & RESPONSIBILITIES

PEP PROJECT TEAM MEMBERS

ROLES

1. Act as facilitators/managers of the implementation process
2. Act as consultants to the department senior management team and implementation team
3. Provide corporate **PEP** data to department
4. Monitor implementation process

RESPONSIBILITIES

1. Obtain senior departmental management team commitment
2. Facilitate department identification/selection of resource needs
3. Educate and train departmental team
4. Assist identification of departmental key indicators of success
5. Select trainers from established task groups to train departmental team on content
6. Set objectives and timelines for implementation

DEPARTMENT SENIOR MANAGEMENT TEAM

ROLES

1. Enable implementation process within department
2. Commit and enable departmental resources (amount of resources dependent on size and number of work locations)
3. Support **PEP** principles in daily interaction with staff
4. Ensure management accountability for **PEP** initiatives

RESPONSIBILITIES

1. Select department leader and team
2. Monitor line managers' application of **PEP** initiatives

SUBJECT: PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT

- Page 7 -

DEPARTMENT LEADER

ROLES

1. Act as department liaison with **PEP** Project Team
2. Manage department team and enable team education
3. Report to department senior management team

RESPONSIBILITIES

1. Educate and train department team on implementation process and content
2. Oversee training of department supervisors
3. Ensure implementation
4. Monitor and report key indicator results to assigned **PEP** Project Team member and department senior management team

DEPARTMENT PILOT TEAM

ROLES

1. Understand and support **PEP** initiatives, policies, procedures and programmes
2. Carry-out tasks related to implementation

RESPONSIBILITIES

1. Educate and train departmental management staff on **PEP** policies, procedures and programmes
2. Communicate **PEP** policies, procedures, and programmes department-wide

PEP TRAINERS

ROLES

1. Member of **PEP** task groups that developed policies, procedures and programmes
2. Act as trainers to department team

2.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 January 31

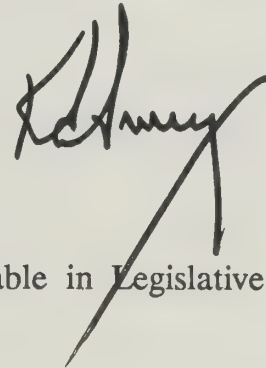
REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: F.C.M. CONFERENCE - 1991 JUNE 7-10

RECOMMENDATION:

That the Mayor and a maximum of six (6) Aldermen be authorized to attend the 54th Annual Conference of the Federation of Canadian Municipalities to be held in St. John's, Newfoundland, 1991 June 7-10.

A handwritten signature in black ink, appearing to be 'K. E. Avery', is written over the 'FINANCIAL/STAFFING/LEGAL IMPLICATIONS' section.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$1 700 per person. Funding available in Legislative Travelling Account.

BACKGROUND:

The above recommendation is consistent with the approved recommendation for attendance at the 1990 Conference.

The City of Hamilton is entitled to have seven (7) voting delegates at this Conference.

Members of City Council who would like to be considered as a delegate are asked to advise the Secretary, Mr. John Thompson, as soon as possible as flight reservations and ticket purchases must be made prior to 1991 March 1. In the event more than six Aldermen are interested in this Conference, attendance will be determined by "lot" by the Finance and Administration Committee.

3(a)

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

JAN 31 1991

TO: Mr. J. Thompson, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. K. E. Avery
City Clerk

OUR FILE:

PHONE: 546-4587

SUBJECT: RESOLUTION
- CANADIAN SOLIDARITY

DATE: 30 January 1991

Attached please find a copy of a resolution dated January 21, 1991 from Mr. James W. Orme, respecting Canadian Solidarity which City Council at its meeting held January 29, 1991 referred to the Finance and Administration Committee.

att.

Selected for.
K.E. Avery.

JAN 21 1991

RECEIVED

January 21, 1991

JAN 22 1991

TO: The Honourable Robert Morrow,
Mayor of the City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

CITY CLERKS

FROM: James W. Orme
Suite 110
25 Hughson Street South
Hamilton, Ontario
L8N 2A5
(416) 522-3813

Dear Sir:

RE: Canadian Solidarity

After leaving your office, last week, with my request for Canadian solidarity, I had an opportunity to speak with Mr. William Kempling's Constituency Office regarding an unrelated matter.

During that conversation I was encouraged to take my ideas to a Progressive Conservative Policy Workshop that was being held on Saturday, January 19th, at St. Catherines, Ontario. I can report that the assembly unanimously endorsed the following Resolution: "NOW THEREFORE BE IT RESOLVED that the assembly recommends to the Government of Canada that our Government encourages a sense of solidarity with our military personnel by encouraging all Canadians to wear or display a Canadian Maple Leaf".

The assembly then asked The Honourable Ms. Shirley Martin, Minister of State, Indian Affairs and Northern Development to please take the Resolution to The Honourable Prime Minister, which I believe by the time you read this, should have been accomplished.

I have enclosed a modified Resolution which I propose to put to the Town of Dundas this evening and I would ask that you consider doing same at your Council meeting tomorrow night.

Continued....2

- 2 -

I have specifically changed the wording regarding our military personnel to read women and men in the Gulf.

This is the first time since the Korean war that the United Nations has been prepared to back its Resolutions with determination. We must Stand On Guard both for Canada and a United Global World.

Yours very truly,



JAMES W. ORME

JWO/lw

To Clerk

TO: The Mayor and Members of Council
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

FROM: James W. Orme
Suite 110
25 Hughson Street South
Hamilton, Ontario
L8N 2A5
(416) 522-3813

DATE: January 21, 1991

WHEREAS Canada is an independent Country. We have our own flag, National Anthem, Constitution and Canadian Charter of Rights and Freedoms.

WHEREAS the United Nations, of which Canada is a Charter member, has passed concise resolutions regarding the Gulf crisis.

WHEREAS Canada is at War, and it is not realistic that We will suddenly withdraw.

NOW THEREFORE BE IT RESOLVED that this council encourages a sense of solidarity with our women and men in the Gulf by encouraging all Canadians to wear or display a Canadian Maple Leaf.

3(b)

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

JAN 31 1991

TO: Mr. J. Thompson, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Mr. K. E. Avery
City Clerk

OUR FILE:
PHONE: 546-4587

SUBJECT: RESOLUTION - ABORTION

DATE: 30 January 1991

Attached please find a copy of a resolution from the Town of Tecumseh respecting Abortion which City Council at its meeting held January 29, 1991 referred to the Finance and Administration Committee.

K. E. Avery for.
K.E. Avery.

att.

Reeve - Préfet
ED RENAUD

The Municipal Corporation



Deputy-Reeve - Sous-préfet
DAVID HEBERT

Councillors - Conseillers

TOM BURTON

LOUIS REAUME

Clerk-Treas. - Administrator
Greffier - Administrateur

L. A. LESSARD, A.M.C.T., C.M.O.

917 LESPERANCE RD., TECUMSEH, ONT. N8N 1W9
(519) 735-2184
FAX (519) 735-6712

RECEIVED

JAN 22 1991

To all Municipalities in the Province of Ontario

CITY CLERKS

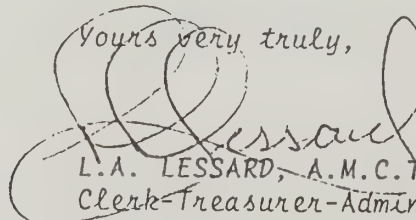
Dear Sir/Madam;

Please be advised that the Council of the Town of Tecumseh has at its meeting of January 8th, 1991, passed a Resolution which you will find copied on the reverse. We would appreciate your submitting this Resolution to your Council for their information and consideration.

If your Council sees fit to endorse this Resolution, we would appreciate your advising your local M.P.P.'S, and the Premier of Ontario.

We would also appreciate receiving a copy of the Resolution passed by your Council in this regard.

Thanking you for your consideration, I remain

Yours very truly,

L.A. LESSARD, A.M.C.T.,
Clerk-Treasurer-Administrator

LAL:dm
Attach.

RESOLUTION

It was moved and seconded that:

WHEREAS the Provincial government plans to provide easier access to abortion by establishing freestanding abortion clinics and;

WHEREAS the government intends to speed up the licensing of freestanding abortion clinics, fully funding them and actively recruiting and training more doctors to provide abortion services;

WHEREAS the Council of the Municipal Corporation of the Town of Tecumseh has gone on record in its opposition to abortion;

THEREFORE be it resolved that the Council of the Town of Tecumseh herein register its strong opposition to any change in legislation which would allow the use of public funds in the promotion or performance of abortions.

AND THEREFORE be it resolved that the Town of Tecumseh circulate this resolution to all municipalities in the Province of Ontario, along with the premier of Ontario and all the members of Parliament for the Province of Ontario asking for support of this resolution.

"Carried"

3(c)

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

JAN 31 1991

TO: Mr. J. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

OUR FILE:
PHONE: 546-4587

SUBJECT: RESOLUTION - CANADIAN
BROADCASTING CORPORATION

DATE: 30 January 1991

Attached please find a copy of a resolution dated December 11, 1990 from the Corporation of the City of Windsor respecting the Canadian Broadcasting Corporation which City Council at its meeting held January 29, 1991 referred to the Finance and Administration Committee.

att.

[Signature] for.
H.E. Avery.

THE CORPORATION OF THE
CITY OF WINDSOR

THOMAS W. LYND, M.A., A.M.C.T.
CITY CLERK



OFFICE OF THE CLERK

PHONE: (519) 255-6212
255-6215

FAX: (519) 255-6868

IN REPLY, PLEASE REFER
TO OUR FILE No. GF/90 n1 38

December 11, 1990

TO ALL ONTARIO CITIES:

The following resolution was adopted by Council at its meeting held on December 10, 1990:

"1715/90 **WHEREAS** the Canadian Broadcasting Corporation television station in Windsor (CBET-TV9) is the only station located in the Windsor-Essex area, a region otherwise dominated by U.S. broadcast media, and the station therefore provides a vital and irreplaceable service for the population of the area; and

WHEREAS the loss of a complete local newscast and other local Canadian content deprives Windsor of a view of itself as a part of Canada; and

WHEREAS relying on the national and regional broadcasts emanating from Toronto, even if they carry some Windsor area items from time to time from a Windsor bureau, not only distorts the character of our region but of Canada generally;

THEREFORE BE IT RESOLVED that the Federal Government **BE REQUESTED** to take all necessary measures to preserve local CBC television broadcasting in Windsor and in other areas deprived of such service by Federal Government cutbacks and by the decisions of CBC management; and further, a copy of this resolution **BE CIRCULATED** to all other cities in Ontario, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities and local members of Parliament for support.".

Your support of Council's resolution and interventions to the Federal Government and CBC officials will be appreciated.

Yours very truly,

City Clerk
TL/jr

4.

CITY OF HAMILTON
- RECOMMENDATION -

JAN 31 1991

DATE: 1991 January 24

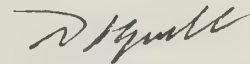
REPORT TO: Mr. J. Thompson, Secretary
Finance and Administration Committee

FROM: Tina Agnello, Secretary
Strategic Plan Task Force

SUBJECT: Terms of Reference - Managing the Future:
Strategic Directions for the City of Hamilton

RECOMMENDATION:

That the attached Terms of Reference, entitled Managing the Future: Strategic Directions for the City of Hamilton, be approved and forwarded to Council for approval.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The cost for completing the Strategic Plan is estimated at \$30,000. These funds have been allocated in the 1991 preliminary budget.

BACKGROUND:

At the Strategic Planning Task Force meeting of 1991 January 21, the Committee approved Terms of Reference for a strategic plan were approved as submitted by the Commissioner of Planning and Development in a report dated 1991, January 11. The Committee also directed that the Terms of Reference be forwarded to the Management Team and the Finance and Administration Committee for review, after which the Terms of Reference are to be forwarded to Council for approval.

Attached

cc: Mr. L. Sage, C.A.O.
Mr. J. D. Thoms, Commissioner, Planning and Development Department
Mr. A. Georgieff, Director of Local Planning

TERMS OF REFERENCE

Second Generation Hamilton Strategic Plan

December 7, 1990

Introduction

Strategic Planning in the municipal sector is understanding the larger context and the dynamics of communities. It is the on-going process of refining and/or redirecting a Municipality's longer-term priorities through short-term actions in light of changing conditions. Strategic Planning serves as the groundwork for the decisions of Council and other stakeholders in the community.

The City of Hamilton has much to gain through Strategic Planning. Not only is the efficiency of the civic administration enhanced, a framework for decision-making is provided and cost savings incurred, but a firm sense of direction on the strengths, opportunities and challenges for Hamilton in future years can be achieved. Essentially, Strategic Planning enables organizational and political leaders to cope with an increasingly unpredictable and interconnected world in which they are held accountable for the performance of their organizations or communities.

The City's first effort at Strategic Planning resulted in the Hamilton 1991: Future Strategic Directions report being adopted by City Council in April, 1988. A number of goals and action tasks were outlined in the document and the vast majority of these action tasks were completed.

The City's second generation Strategic Plan will build upon the insights and experience of the first Strategic Plan and firmly establish a direction for the City of Hamilton through the 1990's. An important and on-going component of developing the City's second Strategic Plan will be public input. Such input will ensure a more focused and effective corporate approach by the City in responding to the needs and desires the community.

Background

On July 26, 1990, the Finance and Administration approved the formation of a "Strategic Plan Task Force" that would "review the actions of the Original Strategic Plan and prepare a Terms of Reference for the development of a new Strategic Plan."

On September 25, 1990, City Council approved the appointment of the following individuals to the Strategic Plan Task Force: Mayor R. Morrow, Ald. D. Agostino, Ald. T. Cooke, Ald. B. Hinkley, Ald. M. Kiss, Mr. P. Baker, Mr. A. Georgieff, Mr. J. Hindson, Ms. P. Noe Johnson, and Mr. R. Sugden.

Since the appointment by City Council of the Strategic Plan Task Force members, staff of the Local Planning Branch of the Planning and Development Department have been undertaking background research on the concept of Strategic Planning in the municipal sector for information and review by the Task Force.

Development of the Strategic Plan - Process

The development of the Strategic Plan will encompass a number of steps, each with a specific work objective. Members of the Strategic Plan Task Force will be the driving force behind the development of the second generation Strategic Plan and will oversee all aspects of the work to be completed. This clear and definable process permits the Finance and Administration Committee and the Management Team to be kept apprised of the results achieved at each stage of the process. The flow chart on page 3 summarizes the work tasks, key junctures and the timing of the overall project.

The process of developing the City's second Strategic Plan is as follows:

Step One: **Approval of the Terms of Reference**

The Terms of Reference for the second generation Strategic Plan will be submitted to the Finance and Administration Committee and City Council for approval.

Timing - Step One to be complete within the first month of the project, targetted for year-end 1990/early 1991.

Step Two: **Environmental Scan and Refinement of Community Issues and Concerns**

An "environmental scan" can be defined as the process by which an organization reviews and interprets a wide range of external signals, trends, events and developments. The objective of scanning is to spot potential opportunities, exploit strengths, introduce innovations and detect threats, weaknesses, rules, attitudes, institutional trends and shifts in social values.

The paramount objective of this step of the Strategic Plan is to provide a current assessment and awareness of Hamilton's **S W O T**:

Placeholder for Foldout.

Insert to Be Photographed at
a Later Date.



**Hamilton
Public
Library**

To View This Foldout
Material in Person, Please
Contact Hamilton Public
Library **<http://www.hpl.ca>**

S - Strengths
W - Weaknesses
O - Opportunities
T - Threats

This assessment and awareness is to be achieved through three distinct methods:

1) An "attitude survey" or "community poll" of residents.

Gauging the "pulse" of the community is an important underpinning for determining a Municipality's longer-term strategic priorities. The perception of Hamilton residents in regard to how they "view" their community, what they "want" for their community and where they "see" their community in the future are critical elements in a Strategic Planning exercise.

Knowing in more specific terms "what" Hamilton residents perceive, view, need and desire enables City Council to respond more effectively and efficiently to these concerns as a corporation.

There are two methods of undertaking a community poll or attitude survey: 1) a random telephone survey of Hamilton households; or 2) a drop-off and mail-back questionnaire delivered to Hamilton households. The drop-off and mail-back method has the advantage of allowing every Hamilton household the opportunity to participate in the exercise. Its main disadvantage is the cost in terms of distributing the survey and tabulating the results.

The advantage of the telephone survey is a lower cost and, importantly, the survey can be designed and implemented to ensure it is statistically significant, i.e., representative of the whole City of Hamilton population. On this basis, a random telephone survey of Hamilton households is the suggested method.

2) Briefs from the public.

An invitation will be extended to individuals and organizations representing various "special interests" to prepare and submit briefs on their community concerns and "where" the City of Hamilton should be focusing their corporate resources.

Special interest groups, e.g., labour, ratepayers, business, senior citizens, housing advocates, home builders, environmental, etc., are an important resource of ideas and perceptions on specific community issues and concerns. Liaison with special interest groups enhances the understanding of the roots of a particular issue, the extent or scope of the issue within the community and potential avenues of addressing the issue.

3) Review of trends and conditions.

A concise review of past social, political, demographic and economic conditions that have shaped and affected the present-day Hamilton.

A review of past conditions and current trends will provide a comprehensive "snapshot" of where Hamilton stands currently. This review and assessment will assist in determining future short-term trends and the implications of such trends on Hamilton residents and the City of Hamilton corporately.

Upon completion of the three specific research tasks of Step Two, a summary report and presentation of the results will be made to members of the Management Team. Also at this time, a summary report and presentation of the results will be made to the Finance and Administration Committee. Other members of City Council will be invited to attend the Finance and Administration Committee to discuss the results of the Step Two research.

Timing - All three research components of Step Two to be completed by the fifth month of the project, targetted for Spring, 1991.

Step Three: Create "Focus Groups" to Discuss the Results of Step Two and Priorize Community Issues/Concerns

Within this step of developing the Strategic Plan, the research results - Hamilton's SWOT - will be discussed and clarified with the intent of creating a "vision" (or visions) for the City. The concept of "focus groups", where a number of individuals would assemble in one venue to thrash about ideas, perceptions and essentially brainstorm, appears an appropriate method to prioritize community issues and concerns. In addition, discussions on revising the "Mission Statement" for the City of Hamilton will be encouraged.

It is intended that two focus groups be created. One focus group would consist of the Strategic Plan Task Force with an invitation extended to other members of City Council to participate as well. The second focus group would consist of representatives from special interest groups and Hamilton residents. The establishment of a vision(s) for Hamilton should be achieved with the assistance of a private consultant that specialize in facilitating meetings of this type. The consultant could ensure all ideas are brought to the table and the discussion remains focused to achieve the vision for Hamilton.

After the focus group sessions are finished, members of the Strategic Plan Task Force will refine the work achieved through the focus groups and make a presentation to the Management Team on the vision for Hamilton.

Also at this step, a report and presentation will be made to the Finance and Administration Committee outlining the results of the focus group sessions and the Strategic Plan Task Force vision for Hamilton. The Finance and Administration Committee and City Council will be requested to endorse the vision for Hamilton.

Timing - Step Three to be completed by the seventh month of the project, targetted for June, 1991.

Step Four: Identification of Short-Term Actions

Members of the Strategic Plan Task Force will meet to review the work completed to date and identify a wide range of short-term actions that would achieve the longer-term strategic priorities identified for Hamilton. The appropriateness of the identified short-term actions will then be examined and prioritized, and a small number of the action tasks will be selected for possible future implementation.

Timing - Step Four to be completed by the eighth month of the project, targetted for August, 1991.

Step Five: Drafting the Strategic Plan Document

The Strategic Plan Task Force will write the draft Strategic Plan document. The document will include a Mission Statement, longer-term corporate priorities and an implementation strategy for the short-term actions.

Timing - Step Five to be completed by the ninth month of the project, targetted for September, 1991.

Step Six: Presentation of the Draft Strategic Plan

The draft Strategic Plan will be presented to the Management Team for information and comment. The draft Strategic Plan document will then be presented to the 1988-1991 Finance and Administration Committee and City Council for further discussion and possible refinement. A public meeting to discuss the details of the draft Strategic Plan document could be held concurrently to the Finance and Administration Committee meeting.

It is likely the implementation of the short-term actions detailed in the Strategic Plan will be deferred to the incoming 1991-1994 Finance and Administration Committee.

Timing - Step Six will be completed by October 31, 1991.

Step Seven: Refine Draft Strategic Plan Document

Based on the comments received in Step Six, it may be necessary to refine or expand some segments of the draft Strategic Plan document.

Timing - Step Seven will be completed by December 31, 1991.

Step Eight: Presentation of the Final Strategic Plan

The final Strategic Plan will be presented to the incoming 1991-1994 Finance and Administration Committee and City Council for discussion and approval to begin implementation of the short-term actions.

Timing - Step Eight will be completed by January 31, 1992.

Step Nine: Implement the Short-Term Actions

In a co-ordinated manner, the various short-term actions will be implemented.

Timing - Step Nine will commence immediately after City Council's approval and adoption of the Strategic Plan.

Step Ten: On-Going Strategic Plan Responsibilities

As a result of City Council approval and adoption of the Strategic Plan, a number of on-going and ancillary tasks are required. These on-going and ancillary tasks include:

- 1) Monitoring - The implementation of the short-term actions are to be monitored to ensure completion and for evaluative purposes at a future point in time.
- 2) Budget Review - The longer-term corporate priorities outlined in the Strategic Plan will act as a foundation for the decision-making associated with budget preparation.
- 3) Scanning - Maintaining an awareness and understanding of Hamilton's SWOT based on external and internal changes and events.
- 4) Departmental Work Plans - The Council-approved short-term actions of the Strategic Plan should be reflected in Departmental work plans and budgets.
- 5) Future Strategic Plans - In anticipation of a new City Council in November, 1994, the process of refining and/or redirecting the longer-term priorities of the Strategic Plan should begin by December, 1993.

Timing - Step Ten tasks are of an on-going nature.

Cost Estimate

A significant portion of the required work will be completed by staff of the Planning and Development Department (Local Planning Branch) and members of the Strategic Plan Task Force. In this regard, the cost for successfully completing the Strategic Plan is estimated at \$30,000 and is based exclusively on the following components:

- 1) printing costs (draft reports and final versions of the Strategic Plan document for public distribution);

- 2) retaining a consultant to facilitate the focus group sessions;
- 3) hiring a polling organization to gauge community opinion and perceptions through an attitude survey; and,
- . 4) incidental costs associated with holding Strategic Plan Task Force meetings, focus group sessions and public meetings.

No other activities associated with developing the Strategic Plan are included in the above cost estimate.

APPENDIX B

HAMILTON STRATEGIC PLANNING: CHRONOLOGY OF EVENTS

- Feb 19, 1990 Memo sent from Alderman Hinkley to members of City Council in regard to the budget. Reference is made to revisiting the Strategic Plan "later this year to ensure it is properly focused."
- July 26, 1990 Report forwarded to Finance & Administration Committee by CAO entitled Hamilton Strategic Plan: Future Actions with the following recommendation approved:
- That the Finance & Administration Committee appoint six members of City Council together with five members of the Management Team as a Strategic Plan Task Force which would review the actions of the original Strategic Plan and prepare a Terms of Reference for the development of a new Strategic Plan outlining a plan of action and budget.
- July 31, 1990 City Council approved the above-noted recommendation.
- Sept 25, 1990 City Council approved the appointment of the following individuals to the Strategic Plan Task Force: Mayor R. Morrow, Ald. D. Agostino, Ald T. Cooke, Ald. B. Hinkley, Ald. M. Kiss, Mr. P. Baker, Mr. A. Georgieff, Mr. J. Hindson, Ms. P. Noe Johnson, and Mr. R. Sugden.

APPENDIX C

SUMMARY OF MISSION STATEMENT AND GOALS - HAMILTON 1991: FUTURE STRATEGIC DIRECTIONS

GOAL: 4. IMPROVE STAFF/COUNCIL RELATIONSHIPS

- Actions:
- i) Prepare a "Code of Conduct" for Staff and Members of City Council
 - ii) Examine Committee Format and Memberships
 - iii) Introduce a Program of Training for Senior Staff and Members of City Council

GOAL: 5. IMPROVE CORPORATE PLANNING/DECISION PROCESS

- Actions:
- i) Hold Annual Strategic Planning Session with City Council and Senior Staff
 - ii) Assemble All Planning Initiatives Into One Planning Framework Under One Co-ordinating Body - City Council

GOAL: 6. MAINTAIN AND IMPROVE THE QUALITY-OF-LIFE

- Actions:
- i) Develop and Expand Recreational, Cultural and Leisure Facilities, Activities and Services
 - ii) Continue to Improve the Environment - Air, Water and Land
 - iii) Liven Up the Downtown
 - iv) Encourage Housing for All Income Groups
 - v) Encourage Simultaneous Development of Community Features - Housing, Parks and Amenities
 - vi) Examine the System of Lot Levies
 - vii) Maintain and Improve Safety and Security in the City
 - viii) Attract More Professional Entertainment, Sports and Cultural Events

APPENDIX D

REVIEW OF OTHER MUNICIPAL STRATEGIC PLANS

Burlington

"Burlington Future Focus - A Strategic Plan for the City of Burlington"

- In June, 1987, Burlington City Council created a "Project Team" headed by the Mayor, six Alderman and three senior staff with a mandate to develop a strategic plan. The Plan was approved by Burlington City Council on May 9, 1988.
- The Project Team reviewed recent trends - "environmental scan" - (e.g., demographic, economic, social, political, development activity, etc.) and with the assistance of a consultant facilitator (Dr. Peter Homenuck of the Institute of Environmental Research) a draft strategic plan was prepared.
- During the period the draft strategic plan was being developed, the Project Team held three review meetings with full City Council, three review meetings with senior City staff and two review meetings with a group of community stakeholders.
- The community stakeholders group included individuals representing: culture, labour, developers, industry, ratepayers, the environment, the Chamber of Commerce, education, rural, youth, the downtown, women, law enforcement, the media, social, health and fitness, religion, real estate, home builders, seniors, handicapped and sports.
- The Strategic Plan identified "key issues facing Burlington in the years ahead" and outlined principles and actions for each key issue.
- The issues explored included: quality of life, housing, waterfront, downtown development, transportation, business and economic development, culture and recreation, service demands, and administration and finance. A total of 66 "actions" were developed as part of the issue review.
- The Future Focus document recognized that the strategic planning process is on-going responsibility. In this regard, the incoming City Council would be briefed on the Plan and asked to review the plan and take into consideration any input received from the community.
- An example of one action under the key issue of downtown development stated "City Council will plan and implement the realignment of the James Street-Elgin Street connection in the downtown area."

Brampton

"We're Headed for the Future"

- In 1987, the Planning and Development Department and the Business Development Department prepared a position paper and introduced the concept of Strategic Planning to the City's management process.
- A "Strategic Planning Steering Committee" was created, a standing sub-committee of the Finance and Administration Committee. There are 10 members of the Steering Committee comprised of three aldermen and seven staff.
- There are 12 sub-committees of the Steering Committee made up of elected officials, staff and representatives from the community and the business sector. The sub-committees are based on various themes and include: 1) Social Action Plans; 2) Housing Strategy; 3) Facility and Program Enhancement; 4) Downtown/Queen Street Secondary Plan; 5) Urban Design and City Beautification; 6) Environment; 7) Health Care; 8) Official Plan Review; 9) Transportation; 10) Financial; 11) Education; and 12) Economic and Community Development.
- The 12 sub-committees meet four times a year: twice in Community Conferences (together with the other sub-committees) and twice as individual sub-committees. The Fall Community Conference of the sub-committees:
 - i) Evaluates the previous year's action plans and strategies; and,
 - ii) Reviews new information analysis in order to provide strategy development for the coming years action plans.for the purpose of providing a year-end report to City Council and the community and a proposed budget for the coming year's action plans. The Spring Community Conference is designed to review the budget allocation and the strategy implementation stage of the strategic planning process for the first quarter.
- An example of "We're Headed for the Future" includes:

Goal - "Safeguard the environment and conserve resources in order to preserve our natural heritage for future generations."

Objective - "To reduce residential waste by 30 percent in Brampton."

Strategic Initiative - "Implement and promote multi-material recycling programs to include all multi-residential dwellings in Brampton."



Hamilton
Entertainment
and Convention
Facilities Inc.

RECEIVED

JAN 24 1991

5.
101 Yonge Street
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

CITY CLERKS

MEMO TO: Mr. K. Avery
City Clerk

FROM: Patricia Bennett
Legislative Assistant

DATE: January 23, 1991

SUBJECT: THE CITY OF HAMILTON ACT, S.O. 1985
C.P.R. 23

RECOMMENDATION

THAT CITY COUNCIL BE REQUESTED TO AMEND H.E.C.F.I.'S INCORPORATING LEGISLATION AS FOLLOWS:

- (i) **Article 9 BE SUBSTITUTED FOR WORDING WHICH REMOVES ANY REFERENCE THAT REQUIRES THE BOARD TO "MANAGE, SUPERVISE AND CONDUCT" THE AFFAIRS OF THE CORPORATION. THE INTENT BEING THAT THERE BE A DISTINCT SEPARATION BETWEEN POLICY AND ADMINISTRATIVE POWERS; and**
- (ii) **THAT THE CITY SOLICITOR BE REQUESTED TO RECOMMEND NEW WORDING FOR ARTICLE 9; and**
- (iii) **Article 13 (1), (a), (b), 2, 3 and 4 BE DELETED AND REPLACED WITH THE FOLLOWING:**
 - (1) **THE BOARD,**
 - (a) **MAY APPOINT COMMITTEES THAT IT DETERMINES NECESSARY TO CONDUCT THE BUSINESS OF THE BOARD; and**
 - (b) **EACH COMMITTEE APPOINTED SHALL BE COMPOSED OF NOT LESS THAN THREE MEMBERS OF THE BOARD AND SHALL PERFORM SUCH DUTIES AND UNDERTAKE SUCH RESPONSIBILITIES AS THE BOARD SPECIFIES AND SHALL REPORT TO THE BOARD.**

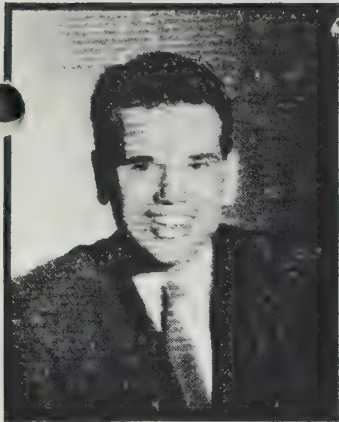
BACKGROUND:

- The foregoing was approved by the Board of Directors at its meeting held January 18, 1991.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Patricia Bennett".

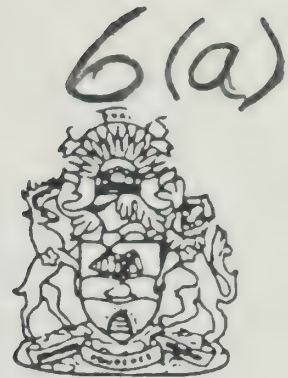
Patricia Bennett



Dominic Agostino

**Alderman — Ward 5
Regional Councillor**

City Hall, 71 Main Street West
Hamilton, Ontario L8N 3T4
Tel. 546-2730 • Res. 574-0179
Fax 546-2095



1990 November 22

NOV 23 1990

*Mr. J. Thompson, Secretary,
Finance and Administration Committee*

Dear John:

*Can you please add to the next agenda of the Finance and Administration Committee
an item regarding HECFI and the reporting relationship with Council.*

*Please find enclosed a copy of the memorandum from Mr. P. Hooker to Alderman G.
Copps which has been circulated to all members of Council.*

Yours sincerely.

*Dominic Agostino, Alderman.
Ward 5*

DA:tb

OFFICE OF THE CITY SOLICITOR

MEMORANDUM

TO: Alderman G. Copps
Alderman, Ward 4
Aldermen's Office

YOUR FILE:

FROM: Philip R. A. Hooker
Manager of Legal Services
Office of the City Solicitor

OUR FILE: 90-2.30
90-2.30.1
90-2.30.1(a)
281-1.0

PHONE: (416) 546-4684

SUBJECT: H.E.C.F.I.

DATE: 1990 September 21

I regret the delay - caused by several pressing matters - in replying to your oral request of August 14, 1990. My memo of August 27, 1990 to you enclosed therein the City of Hamilton Act, 1985 and the 1988 amending Act.

Section 27(1) enables the City Council to require the H.E.C.F.I. Corporation to make reports or provide information to Council "on any (H.E.C.F.I.) matter".

Thus, unless (a majority of) Council requires H.E.C.F.I. to report to it, H.E.C.F.I. does not have to respond to individual or isolated inquiries from Council members.

The relevant (unchanged) sections of The City of Hamilton Act, 1985 (hereinafter called "the Act", for ease of reference) are 19, 20, 21, 22, 23, 24, 26, 27, 29, 32 in regard to finances and budgets. For your convenience of reference, attached please find a further, clean copy of the Act.

I believe Mr. John Leuser (pronounced Loy-ser) is H.E.C.F.I.'s Director of Finance & Administration and he would work very closely with the City Treasurer, Mr. E. C. Matthews, in regard to annual current and capital budget matters as well as in regard to special money items, discussed below.

The following sections seem self-explanatory: 19, 22, 23, 24, 26, 29, 32.

Section 20(1) means that once City Council approves H.E.C.F.I.'s annual budget, there can be no unusual, extraordinary or abnormal expense incurred or paid by H.E.C.F.I. without Council's specific approval thereof.

Subsection (2) of section 20 indicates that final and sole approval of H.E.C.F.I.'s budget lies with Council, which is not required to approve H.E.C.F.I.'s requests and may change H.E.C.F.I.'s budget.

Section 21's subsection (1) is similar in content to section 20, subsection (1), i.e. H.E.C.F.I. cannot legally incur debt, except as authorized, in this case, by the rest of section 21.

Subsection (2) of section 21 is to the effect that, once Council approves H.E.C.F.I.'s budget, H.E.C.F.I. may use those monies "for the carrying out of its purposes and objects [contained in sections 2 and 3 of the Act] and for the conduct of its affairs and the exercise of its powers [secs. 6,8] under this Act..." Please note the statutory constraints imposed by this wording. The emphasis here is on the regularity or normality of H.E.C.F.I.'s stated fields of operation and consequent, normal financial debts and disbursements.

Subsection 3 of section 21 allows H.E.C.F.I. latitude to incur special indebtedness or obligations and spend additional, non-budgeted monies, if the approval of City Council is first obtained. Example: 1989 Council approval to spend money/incure debt for NHL consultant contract.

Subsection (4) of section 21 is self-explanatory.

Subsection (5) is important and applies in cases where a proposed H.E.C.F.I. debt would be financed over a term beyond that of the current City Council in such cases, approval of the Ontario Municipal Board for the proposed financing must be obtained before commitments of any kind are entered into. The exception is with regard to H.E.C.F.I. personnel salaries only: section 21(6).

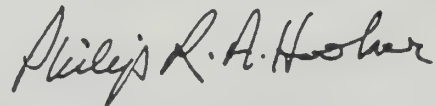
Sections 23, 24, 25, 26, 27 deal with H.E.C.F.I.'s financial accountability to the City Council or its agents (City Treasurer, City auditor). Under section 27, Council can require H.E.C.F.I. to report to it "on any matter" [27(1)(b)] "within the time specified by Council" [27(2)(b)] and that time could be very short, e.g. as little as a couple of days, for instance.

In general, the declared intention behind the establishment of H.E.C.F.I. was to set up an independent, autonomous corporation, run by its own Board of Directors, to manage, operate and conduct the usual business of conventions, shows, theatrical performances, etc. (Act preamble and sections 2, 3, 7, 9, etc.), so that City Council would not have to do so through a standing committee. As noted in detail herein, however, the Act requires considerable accountability by the H.E.C.F.I. Board to Council in respect to annual budgets (sec. 20(b)), with regard to non-budgeted, proposed expenditures (sec. 21(3)), with regard to profits received (sec. 32), in regard to hiring or engagement of senior personnel positions (sec. 16), and generally, at the request of Council, on any matter (sec. 27).

Also enclosed, please find copies of:

1. By-law 89-31 (naming current appointees to H.E.C.F.I.'s Board of Directors);
2. Mr. P. M. Eker's memo of September 17, 1987, setting out the history of changes in Board composition/numbers; and
3. Council resolution of February 27, 1990, to change number of directors again. The special legislation therefor is being drafted and processed.

I trust this memo will be of assistance to you. You may wish to provide copies to the City Clerk and City Treasurer for their views also.



Philip R. A. Hooker
— Manager of Legal Services

PRAH:sr
Enc.

c.c. Ms. P. Noé Johnson, City Solicitor

Bill Pr34

1985

An Act respecting the City of Hamilton

Whereas The Corporation of the City of Hamilton considers it desirable to establish a corporation to maintain, operate, manage, market and promote Hamilton Place, the Hamilton Convention Centre and the Victor K. Copps Trade Centre-Arena as social, cultural, educational and recreational facilities for the benefit of the City and the people of the City of Hamilton and in the public interest; and whereas the applicant hereby applies for special legislation for such purposes; and whereas it is expedient to grant the application;

Preamble

Therefore, Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

1. In this Act,

Definitions

"board" means the board of directors of the corporation;

"City" means The Corporation of the City of Hamilton;

"Convention Centre" includes the enterprise, structure and necessary interest in land appurtenant thereto located on the south side of King Street West known as "Hamilton Convention Centre" in Lloyd D. Jackson Square in the City of Hamilton;

"corporation" means The Hamilton Entertainment and Convention Facilities Inc. as established by this Act;

"council" means the council of the City;

"director" means a person who is a member of the board;

"Theatre-Auditorium" includes the enterprise, structure and necessary interest in land appurtenant thereto located on the north side of Main Street West known as "Hamilton Place" in Lloyd D. Jackson Square in the City of Hamilton;

"Trade Centre-Arena" includes the enterprise, structure and necessary interest in land appurtenant thereto located at the southeast corner of Bay Street North and York Boulevard known as the "Victor K. Copps Trade Centre-Arena" in Lloyd D. Jackson Square in the City of Hamilton.

Corporation
established

2.—(1) There is hereby established a corporation without share capital under the name of "The Hamilton Entertainment and Convention Facilities Inc."

Purposes

(2) The principal purposes of the corporation are to maintain, operate, manage, market and promote the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena for the benefit of the City and the people of the City of Hamilton and in the public interest for the objects of the corporation.

Objects

3.—(1) The objects of the corporation are,

- (a) to provide facilities and services for performing arts, including the carrying on of all or any of the operations of a theatre, music hall, concert hall, ballroom and cinema;
- (b) to provide and present educational, social and cultural activities related to the arts or otherwise;
- (c) to establish educational facilities and provide instruction in all areas of the arts;
- (d) to present, produce, manage and conduct performances in the performing arts, including plays, dramas, comedies, operas, revues, promenades and other concerts, musicals and other pieces, ballet shows, exhibitions, variety and other entertainment;
- (e) to provide facilities and services for amusement and entertainment activities; and
- (f) to provide facilities and services for the holding of conventions, meetings, receptions, conferences, exhibitions, displays, sporting events, trade shows and events of every kind.

Idem

(2) The corporation may carry out its objects anywhere in the City of Hamilton.

Head office

4.—(1) The corporation shall have its head office at the City of Hamilton.

(2) The corporation shall have a corporate seal upon which its corporate name shall appear. Seal

5. Section 21 of the *Business Corporations Act, 1982* applies with necessary modifications to oral and written contracts entered in the name of or on behalf of the corporation before the day this Act comes into force. Application of 1982, c. 4, s. 21

6. The corporation has the capacity and, subject to this Act, the rights, powers and privileges of a natural person. Powers

7.—(1) The maintenance, operation and management of the real property owned by the City, comprised in the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena, are hereby entrusted to the corporation for the purposes and objects thereof. Management of real property

(2) Notwithstanding subsection (1), the City may assume the maintenance, operation and management of the real property or any part thereof entrusted to the corporation and the corporation is thereafter divested of its responsibilities in relation to the real property so assumed, as the City may determine. Assumption by City

8. The corporation shall not acquire or hold any interest in real property. No power to acquire real property

9.—(1) The corporation shall have a board of directors who shall manage, supervise and conduct the affairs of the corporation in accordance with the purposes and objects of the corporation. Board of directors

(2) The board shall be composed of, Composition

(a) the mayor of the City who shall be a director by virtue of office; and

(b) thirteen other members appointed by the council of whom,

(i) four shall be members of council, and

(ii) nine shall not be members of council.

(3) The directors appointed under subclause (2) (b) (i) shall be appointed for a term of office not exceeding their term of office as members of council. Term of office

(4) Directors appointed under subclause (2) (b) (ii), other than directors designated under subsection (5) to retire in Idem

White

12.—(1) The board shall hold at least nine monthly meetings each year. Monthly meetings

(2) A majority of members of the board may requisition a special meeting of the board by serving a copy of the requisition on the chairman or a vice-chairman of the board. Special meetings

(3) The chairman of the board may call a special meeting of the board at any time whether or not he or she has received a requisition under subsection (2). Idem

(4) Every meeting of the board shall be called upon service by the secretary of the corporation of a written notice of meeting upon each director not later than two days preceding the date and time for the meeting, specifying the purpose of the meeting. Notice

13.—(1) The board, Committees

(a) shall appoint a committee for each of the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena; and

(b) may appoint such other committees as it may determine.

(2) Each committee appointed under clause (1) (a) may at any time file a report with the clerk of the City and council shall consider the report. Power to report

(3) After considering a report under subsection (2), the council may make recommendations to the board and the board shall consider the recommendations. Council recommendations

(4) Each committee appointed under subsection (1) shall be composed of not less than three members of the board and shall perform such duties and undertake such responsibilities as the board specifies and shall report to the board. Duties

14.—(1) A record of all meetings of the board shall be maintained in a book kept for that purpose. Records

(2) All minutes, orders, directions and proceedings shall be entered in the book. Minutes, etc.

(3) All minutes shall be signed by the person who is chairman of the meeting and by the secretary of the corporation and shall be impressed with the corporation's seal over the signatures. Signing

Committees (4) Subsections (1), (2) and (3) apply with necessary modifications to committees of the board.

Secretary **15.** The board shall appoint a secretary of the corporation who shall,

- (a) give notice of meetings of the board;
- (b) keep all minutes of meetings and proceedings of the board;
- (c) submit to the board at each of its meetings the minutes of the next preceding meeting of the board; and
- (d) perform such duties, in addition to those set out in clauses (a), (b) and (c), as the board may from time to time direct.

Personnel **16.—(1)** The corporation may, in accordance with practices and procedures approved by council,

- (a) appoint, hire or otherwise engage officers, employees, agents or others;
- (b) determine the qualifications, responsibilities, duties and positions and terms and conditions of employment or service of persons appointed, hired or otherwise engaged by the corporation, including those employed under section 17;
- (c) establish classifications for persons appointed, hired or otherwise engaged by the corporation, including those employed by the corporation under section 17, and reclassify, transfer or promote any such person;
- (d) determine the remuneration, salaries and benefits of, and any payments to, officers, servants, agents or others; and
- (e) suspend, discharge or otherwise terminate employment or services.

Senior
positions

(2) The council, for the purposes of this section, may define the positions that are senior personnel positions and no person shall be appointed, hired or otherwise engaged to fill a senior personnel position until the approval of council has been obtained.

17.—(1) Notwithstanding clause 16 (1) (a), the employees of The Hamilton Performing Arts Corporation, Inc. and The Hamilton Place Convention Centre, Inc., who were employed by each of those corporations on the day preceding the day this Act comes into force, shall be offered first employment with the corporation.

Offer of
employment

(2) Notwithstanding clause 16 (1) (b), a person who accepts employment offered under subsection (1) shall be entitled to receive remuneration and benefits not less than the person was receiving on the day before the day on which this Act comes into force.

Previous
salary,
wages,
benefits

(3) Any person who accepts employment under subsection (1) shall be entitled to receive during the first year of employment with the corporation holidays with pay equivalent to those which the person would have been entitled to if the person had remained in the employment of The Hamilton Performing Arts Corporation, Inc. or The Hamilton Place Convention Centre, Inc.

Holidays

(4) Every person who is a part of a bargaining unit, as recognized by the existence of a collective agreement or agreements between The Hamilton Performing Arts Corporation, Inc. and a union, shall be deemed to be employed by the corporation on the date this Act comes into force pursuant to the terms and conditions of employment as set out in the collective agreement or agreements and the corporation shall be bound by, and be deemed a party to, the collective agreement or agreements as of the date this Act comes into force.

Existing
collective
agreements

(5) The corporation and the union shall be deemed to have acquired the rights, privileges and duties of The Hamilton Performing Arts Corporation, Inc. and the union, respectively, under the *Labour Relations Act* and the collective agreement or agreements between The Hamilton Performing Arts Corporation, Inc. and the union.

Rights,
privileges
and duties of
corporation
and union
R.S.O. 1980,
c. 228

(6) Subject to any collective agreement, nothing in this section prevents the corporation from terminating the employment of an employee for cause.

Termination
of
employment

18.—(1) Subject to section 16, the board shall appoint a managing director who shall be the chief executive officer of the corporation.

Managing
director

(2) The managing director shall not be a member of the board.

Idem

- Idem** (3) The board shall by by-law or resolution define the duties of the managing director for the proper conduct of the business of the corporation.
- Budget** **19.**—(1) The corporation shall prepare or cause to be prepared annually a detailed budget of estimated revenue and expenditure as the City treasurer may require.
- Budget details** (2) The corporation, in such manner as the council may require, shall provide in the budgets submitted to council all financial details of revenues and expenditures including expense accounts, expenses incurred, remuneration, salaries and any other information that council may require.
- Submission to council** (3) The corporation shall submit the estimates to council as required.
- Annual report** (4) The corporation shall cause to be prepared an annual report which shall include audited financial statements.
- Submission to council** (5) The corporation shall submit the annual report to council as required.
- Fiscal period** (6) The fiscal period of the corporation shall be the same as the fiscal period of the City.
- Annual budget** **20.**—(1) The annual budget of the corporation shall be subject to the approval of council, and, except with the approval of council, no obligation other than normal operating expenses may be incurred or expenditure made by the corporation before approval of the budget.
- Approval** (2) Council is not obligated to approve the budget of the corporation or any part thereof and may make such changes to the budget as it determines.
- Limitation on powers** **21.**—(1) The corporation shall not incur any indebtedness or obligation, whether contingent or otherwise, or expend any moneys except as authorized by this section.
- Authorized expenditure** (2) Within the limits of its budget, as approved by council, the corporation may incur indebtedness and other obligations and expend money for the carrying out of its purposes and objects and for the conduct of its affairs and the exercise of its powers under this Act, including all expenses necessarily incurred in connection therewith.
- Savings** (3) Notwithstanding subsection (2), the corporation may, with the approval of council, incur indebtedness and other

obligations and expend moneys in excess of the approved budget for any fiscal period.

(4) Notwithstanding subsection (2), no bonus or like sum of money or any other benefit in substitution thereof shall be paid to any person. Bonus

(5) Where any indebtedness or obligation proposed to be incurred would extend beyond the term of council then in office, the approval of council to the incurring of the indebtedness or obligation shall be subject to section 149 of the *Municipal Act* and to sections 64 and 65 of the *Ontario Municipal Board Act* as though the giving of the approval were the incurring of a debt or obligation or the making of an expenditure by the City. O.M.B. approval
R.S.O. 1980, cc. 302, 347

(6) Subsection (5) does not apply where the corporation is exercising its powers under section 16 or 17 in respect of the appointment, hiring and paying of its officers, servants and employees. Exception

22.—(1) The corporation shall provide the City with monthly statements of, Monthly statements

- (a) revenues and expenditures;
- (b) profit and loss; and
- (c) such financial matters or operating expenditures as council may require.

(2) The statements referred to in subsection (1) shall be in such form as the City treasurer may require. Idem

23.—(1) The corporation shall keep or cause to be kept proper books of account and accounting records with respect to all financial and other transactions of the corporation, including, and without limiting the generality of the foregoing, Accounting records

- (a) records of all sums of money received from any source whatsoever and disbursed in any manner whatsoever; and
- (b) records of all matters with respect to which receipts and disbursements take place in consequence of the maintenance, operation and management of the corporation.

City treasurer (2) The corporation shall keep or cause to be kept and maintained all such books of accounts and accounting records as the City treasurer may require.

Examination of books, etc. 24. The corporation shall make all of its books and records available at all times to such persons as the council may require and shall provide certified true copies of such minutes, documents, books, records or any other writing as council may require.

Inventory of personal property 25.—(1) The corporation shall, in accordance with good business practice, keep and maintain an accurate inventory of its personal property and provide council with an inventory thereof as council may require.

Idem (2) The inventory shall include separate inventories of the personal property for the Theatre-Auditorium, the Convention Centre and the Trade Centre-Arena.

Auditor 26. The accounts and transactions of the corporation shall be audited by the auditor of the City.

Information, etc. 27.—(1) The council may require the corporation,
(a) to provide information, records, accounts, agendas, notices or any paper or writing; and
(b) to make a report on any matter,

as council determines, relating to the carrying out of the purposes and objects of the corporation.

Filing of reports, etc. (2) The corporation shall,
(a) file with the City clerk all such information, records, accounts, agendas, notices, paper and other materials as council may require; and
(b) make such reports within the time specified by council and containing such content as council may require.

Deemed not to be a local board R.S.O. 1980, c. 348 28. Except for the purposes of the *Ontario Municipal Employees Retirement System Act*, the corporation shall be deemed not to be a local board of the City.

Open meetings 29.—(1) The meetings of the board and the corporation shall be open to the public and no person shall be excluded

from a meeting except for improper conduct as determined by the board.

(2) Notwithstanding subsection (1), meetings of the board may be held *in camera* in respect of, Exceptions

- (a) personnel matters, including matters related to wages, salaries and benefits;
- (b) discipline, unless the individual affected requests that the meetings be open to the public;
- (c) collective bargaining;
- (d) litigation and communications respecting solicitor-client relationships, including legal opinions and advice; and
- (e) proposed or actual contracts with persons and the financial results thereof, proposing or holding conventions, meetings, receptions, trade shows, conferences or events of any kind.

30.—(1) Subject to subsection (2), every director or officer of the corporation and his or her heirs, executors, administrators and other legal personal representatives may from time to time be indemnified and saved harmless by the corporation from and against, Indemnification

- (a) any liability and all costs, charges and expenses that he or she sustains or incurs in respect of any action, suit or proceeding that is proposed or commenced against him or her for or in respect of anything done or permitted by him or her in respect of the execution of the duties of his or her office; and
- (b) all other costs, charges and expenses that he or she sustains or incurs in respect of the affairs of the corporation.

(2) No director or officer of the corporation shall be indemnified by the corporation in respect of any liability, costs, charges or expenses that he or she sustains or incurs in or about any action, suit or other proceeding as a result of which he or she is adjudged to be in breach of any duty or responsibility imposed upon him or her under this or any other statute unless, in an action brought against him or her in his or her capacity as director or officer, he or she has achieved complete or substantial success as a defendant. Limitation

Insurance

(3) The corporation may purchase and maintain insurance for the benefit of a director or officer thereof, except insurance against a liability, cost, charge or expense of the director or officer incurred as a result of his or her failure to exercise the powers and discharge the duties of his or her office honestly, in good faith and in the best interests of the corporation, exercising in connection therewith the degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

Corporation deemed not to be tenant or carrying on business for purposes of R.S.O. 1980, c. 31

31. For the purposes of the *Assessment Act*, the corporation shall be deemed not to be,

- (a) a tenant or lessee that is liable to taxation; or
- (b) occupying the Theatre-Auditorium, the Convention Centre or the Trade Centre-Arena for the purpose of or in connection with the carrying on of business.

Profits

32.—(1) The City shall be entitled to receive any profits resulting from the operations of the corporation and shall be responsible for any deficit incurred by the corporation.

Idem

(2) For the purpose of subsection (1), the City may determine what constitutes profits.

Claims, etc.

33. All claims, accounts, demands, suits-at-law or causes of action arising from or relating to the objects of the corporation or from the exercise of any of the powers of the corporation shall be made upon and brought against the corporation and not upon or against the City.

Dissolution

34. Upon the dissolution of the corporation and upon the payment of all debts and liabilities, its remaining property vests in the City.

Dissolution of existing corporations and transition

35. The Hamilton Performing Arts Corporation, Inc. and The Hamilton Place Convention Centre, Inc. are hereby dissolved and all their assets and liabilities become, on the date this Act comes into force, the assets and liabilities of the corporation subject to the following:

1. Where an agreement has been entered into by The Hamilton Performing Arts Corporation, Inc., the corporation shall stand in place and stead of The Hamilton Performing Arts Corporation, Inc. in respect only of the Theatre-Auditorium.
2. Where an agreement has been entered into by The Hamilton Place Convention Centre, Inc., the cor-

poration shall stand in place and stead of The Hamilton Place Convention Centre, Inc. in respect only of the Convention Centre.

36. The following are repealed:

Repeals

1. *The City of Hamilton Act, 1972*, being chapter 178.
2. Section 3 of *The City of Hamilton Act, 1975*, being chapter 97.
3. *The City of Hamilton Act, 1977*, being chapter 87.
4. *The City of Hamilton Act, 1980*, being chapter 99.
5. *The City of Hamilton Act, 1982*, being chapter 72.

37. This Act comes into force on the day it receives Royal Assent.

Commence-
ment

38. The short title of this Act is the *City of Hamilton Act, 1985*.

Short title

1987 September 17

MEMO TO: File No. 90-2.33

FROM: P. M. Eker

SUBJECT: H.E.C.F.I. - Private Legislation - Change
in Composition of Board of Directors

1. The City of Hamilton Act, 1985, S.9(2)
 - o Mayor
 - o 4 members of Council
 - o 9 non-members of Council
2. Resolution adopted by Council on December 9, 1986
 - o Mayor
 - o 7 members of Council
 - o 6 non-members of Council
3. Resolution adopted by Council on March 10, 1987
 - o Mayor
 - o 7 members of Council
 - o 9 non-members of Council

P. M. Eker.

PME:js

Sub-joined is a certified true copy of a resolution adopted by City Council at its meeting held 1990 February 27.

It was moved by Alderman Drury and seconded by Alderman Gallagher.

RESOLVED: that the City of Hamilton Act, 1985, Sec. 9(2)(6)(i), Governing HECFI, be amended to reduce the composition of Aldermen appointees from 7 to 4, and that the City Solicitor be authorized and directed to make application for the necessary legislation.

It was moved by Alderman Gallagher and seconded by Alderman Cooke.

RESOLVED: that the Motion of Alderman Drury, relating to the composition of the HECFI Board, be amended by adding the following:

"That this amendment be effective January, 1, 1992." -

YEAS: Aldermen Cooke, McCulloch, Hinkley, Drury, Lombardo, Smith, Jackson, Gallagher, Ross, Murray. - 10.

NAYS: Mayor Morrow; Aldermen Kiss, Copps, Christopherson, Agostino. - 5. CARRIED

The Motion of Alderman Drury, regarding the composition of the HECFI Board, as amended, and reading as follows:

RESOLVED: that the City of Hamilton Act, 1985, Sec. 9(2)(6)(i), Governing HECFI, be amended to reduce the composition of Aldermen appointees from 7 to 4, and that the City Solicitor be authorized and directed to make application for the necessary legislation. That this amendment be effective January 1, 1992.

be adopted. -

YEAS: Aldermen Cooke, McCulloch, Hinkley, Drury, Lombardo, Smith, Jackson, Gallagher, Ross, Murray. - 10.

NAYS: Mayor Morrow; Aldermen Kiss, Copps, Christopherson, Agostino. - 5. CARRIED

CERTIFIED A TRUE COPY

CITY CLERK



Dominic Agostino

Alderman — Ward 5
Regional Councillor

City Hall, 71 Main Street West
Hamilton, Ontario L8N 3T4
Tel. 546-2730 • Res. 574-0179
Fax 546-2095



1991 January 31

Finance and Administration
Committee Members

Dear Colleague:

I would like the matter regarding the appointment of the Harbour Commissioner to be placed on the agenda of our next Committee meeting.

I believe our Committee needs to recommend to City Council that the Prime Minister's office carry out an investigation into the process and possible interference by the Minister of Transport, Doug Lewis, into the selection of the Chairman. Allow me to refer to a number of comments in the Hamilton Spectator on January 30, 1991, regarding the selection of the Chairman. Mr. Beattie said, "I'm going to be recommending to the City there's been biased influence...I'm going to ask the City if in fact there has been a breach of trust". Mr. Beattie said the Federal Transport Minister told Mr. Oakie that he wanted him to be Chairman and Mr. Peterson was urged to vote for him.

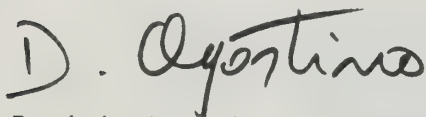
Mr. Oakie said he was only asked by Federal authorities if he would "consider" being Chairman. Also, during a meeting, Mr. Beattie was quoted as saying to Mr. Peterson, "you will recall phoning me when I was in Florida saying you had a phone call from Ottawa indicating that you had bad news for me. The bad news was that they told you...".

It is, in my view, the role of the Minister of Transport as to be clearly examined to ascertain whether in fact he or his staff asked Mr. Oakie to be Chairman or promised him the Chairmanship and whether Mr. Peterson was asked or coerced by the Minister or his staff to support Mr. Oakie. I believe the integrity of the process and the independence of the Harbour Commission has been brought into question as a result of this issue. The Harbour Act, Section 10 states, "the corporation shall elect it's own Chairman..."

I believe that the interference in the process by the Minister may have in fact breached the act therefore, I believe that the Prime Minister's office should launch an immediate investigation and, if necessary, call upon Mr. Oakie, Mr. Peterson and Mr. Beattie to reveal all of the facts surrounding this particular issue.

I would recommend that we as a Committee endorse the following motion at our next meeting. "That the Prime Minister's office be asked to investigate the role of the Minister of Transport into the selection of the Chairman of the Hamilton Harbour Commission and to investigate whether there has been any direct or indirect interference or cohesion by the Minister or his staff to the process of selection a Chairman".

Yours sincerely,

A handwritten signature in dark ink, reading "D. Agostino". The signature is written in a cursive, flowing style.

Dominic Agostino, Alderman,
Ward 5

DA:tb

8.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 4

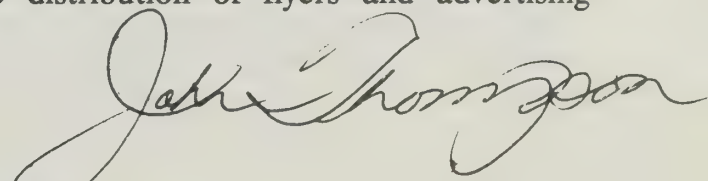
REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. John Thompson, Secretary
Handbill Sub-Committee

SUBJECT: **BY-LAW RESPECTING BILL POSTERS AND BILL DISTRIBUTORS**

RECOMMENDATION:

- (a) That the attached final Draft By-law to replace Schedule 19, to Licensing By-law 79-323 Respecting Bill Posters and Bill Distributors, be enacted by City Council.
- (b) That, upon enactment of the attached By-law, a letter be forwarded to Canada Post Corporation ("Canada Post") requesting voluntary compliance with the provisions of the By-law in the delivery of advertising flyers and handbills.
- (c) That the Honourable Harvie Andre, Minister responsible for Canada Post Corporation, be requested to amend the Canada Post Corporation Act, Revised Statutes of Canada 1985, Chapter C10, to require compliance with Municipal By-laws regulating the distribution of flyers and advertising material.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Unknown at this time. It is, however, anticipated that some increased activity will occur in the Licence Division of the City Clerk's Department through complaints during the initial phase-in period of the By-law. An assessment of enforcement costs will be reviewed for consideration in the 1992 budget expenditures.

BACKGROUND:

Also attached are the following for your information and review:

- (a) City of Montreal Public Article By-law along with their ordinance.
- (b) Copy of a report of the Commissioner of Public Works and the Environment, City of Toronto, dated 1991 January 8, to the City Services Committee regarding the distribution of advertising material - "junk mail".
- (c) Copies of newspaper articles on advertising flyers and handbills.

att.

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 January 30

REPORT TO: Mr. J. D. Thompson, Secretary
Handbills Sub-Committee, of the Keep Hamilton Clean Committee

FROM: Ron A. Sabo, Assistant City Solicitor
Law Department

SUBJECT: Amendment/Bill Distributors
License By-law

BACKGROUND:

A public meeting on an earlier draft of the by-law was held on October 1, 1990. Suggestions and concerns raised at the meeting required revision of the earlier draft by-law.

DISCUSSION:

The draft is a proposed amendment to the current licensing by-law, which adds regulations governing the distribution of handbills, such as advertising flyers. The by-law was prepared according to the specifications of the Sub-Committee, and included minor housekeeping changes to the rest of Schedule 19, to both incorporate the suggested amendments, and to clarify the wording of the Schedule which has not been updated since at least 1979.

The intention of the proposal is to control unwanted distribution and problems caused thereby, including litter, unwanted advertising, nuisances from delivery persons damaging property, and stacks of paper indicating the residents are absent. The Sub-Committee's major concern is commercial advertising, and the by-law only exempts those business which deliver their own advertising. This was a policy decision and relates to the fact that businesses will be reluctant to offend customers by improper delivery.

LEGAL IMPLICATIONS:

Content of Draft By-law:

Section 2(1) is essentially unchanged, requiring various businesses to obtain a licence, including handbill distributors.

Section 2(2) provides exceptions to the requirement for a licence for persons distributing handbills, and which correspond with the practices followed by the Licensing Department. Exceptions are set out in this subsection for distribution of flyers through the mail(**paragraph (a)**), for which the City lacks jurisdiction; and for those bills which the owner pays to have delivered, or are contained in materials in which the owner has

delivered under contract(**paragraph (b)**), such as flyers delivered along with newspapers, etc. The delivery of these handbills can be controlled by the owner through contract or by complaint.

While regular newspapers are exempted under **paragraph (b) of Section 2(2)**, community newspapers are delivered free of charge, and are exempted under **paragraph (c)**. These newspapers will remove a persons' address from a delivery list on request, but because they are delivered free of charge, so no contract exists.

Paragraph (d) clarifies to the reader that community, political and religious groups are excluded, although these would tend not to be businesses in any event.

Paragraph (e) exempts businesses delivering their own advertising, as they are not strictly in the business of distributing handbills. This paragraph recognizes that controls upon distribution directly affect the need for, and choice of advertising, and the likelihood that small or new businesses often resort to direct advertising because of cost and location.

Section 2(4) clarifies that the license is not permission to trespass, and the subsection does not itself create an offence under which a charge can be laid. The use of the laws respecting trespass would be more appropriate in circumstances where property is damaged or where other offenses are committed, and the involvement of the City is unnecessary.

Sections 4 and 5 have existed in Schedule 19 for at least 10 years and changes made thereto were simply housekeeping changes to grammar and syntax.

Sections 6 and 7 contain the changes to Schedule 19 recommended at the Handbill Subcommittee. **Section 6** sets out regulations which apply solely to bill distributors. The provisions permit the charging of businesses whose employees ignore the regulations for delivery and non-delivery of bills.

In particular, **section 6(1)** requires the use of existing driveways and walkways of properties to which deliveries are made. This is aimed at addressing complaints of bill distributors walking across lawns, flowerbeds, etc.

Section 6(2) governs the manner of delivery of bills, and where bills cannot be delivered properly, in accordance with those regulations, then the bill distributor must not leave materials at those premises. The regulations require delivery within the existing mailbox or slot and the closing of the slots so that bills are not visible. This is aimed at preventing noticeable accumulation of bills, and to ensure so that they are not displaced by wind or damaged by rain.

Section 6(3) provides for the ability of an owner to refuse deliveries, by displaying a sign in the form as set out in the by-law. The City will supply copies of the sign, but any already existing sign which would prohibit such deliveries is useable. Such signs may be used on a permanent basis, or on a temporary basis, such as when the occupants are away on holidays.

Sections 6(4) and (5) provide for the identification of persons making deliveries, and on the materials delivered. Either the bill distributor is required to wear clothing or similar displays, which show the name of the licensed bill distributor and their telephone number; or the bills or their wrapper must be stamped with the name of the bill distributor, the telephone number and the mailing address. Knowing the identity of bill distributors will allow direct complaints from residents to distributors, which may reduce costs of enforcement.

Section 7 aids in the enforcement of sections 6(4) and (5), by clarifying the correct name, telephone number and mailing address to display.

Section 8, setting out the fees for licenses, shows an increase for bill distributors, currently \$28.00 to \$100.00, to cover increased costs of enforcement.

Provisions were drafted to allow direct contact amongst residents, advertisers and distributors, recognizing direct complaints can be effective in addressing some delivery and environmental concerns. No deletion was made to Schedule 19 for regulations governing other forms of businesses. The definitions are to aid the enforcement of the by-law, and clarify the exceptions to the requirement to obtain a license.

Enforcement:

Enforcement will be on a complaint basis. Except for the offence of not having a licence, most charges against bill distributors will require as witnesses both the inspector, and property owner.

The requirement for a license gives the City control over issuance a license, based on compliance with general laws, and municipal by-laws. Problems can be addressed by warnings before the License Committee, or where appropriate, by suspensions or revocations, upon the approval of Council. Businesses operating without a license may be charged under the general licensing by-law. There is no requirement for employees to be licensed, unchanged from the original by-law.

The detailed regulations will require detailed evidence to enforce. As well, because the regulations are so specific, a number of minor offenses are created (For instance, the failure to close the mailbox or slot after placing a bill inside is an offence under the by-law). While such offenses can be pursued in court, a court is likely to apportion the fine in accordance with its opinion of the trivial nature of the offence. While some offenses created may seem minor, and fines obtained cost-ineffective, the License Committee has authority to recommend suspensions and refusal to renew licenses based on a number of offenses, and failure to correct improper delivery methods.

Some problems may also arise with the identification of businesses which do not have licenses, as is possible with any licensing by-law. After a delivery, there may be little proof available to identify the distributor. However, large scale patrols of the City for offenders, would be expensive to regularly conduct. As well, the authority of municipal license inspectors does not extend to arrest and demand of identification. As with all such

matters, inspectors must obtain such identification, and the identity of the employer through the willingness of the person they are questioning. Advertising will identify the source of the advertiser, giving opportunity for further investigation.

The visibility of the NO HANDBILLS sign, or other signs will also be important to enforcement. Locating signs at entrance gates or mailboxes is suggested, multiple signs may limit deliveries at residences which have more than one entrance.

The City, as prosecutor, has discretion against whom charges are laid and in what circumstances, allowing the lack of proof to be considered in each case.

The Corporation of the City of Hamilton

BY-LAW NO. 91-

To Replace Schedule 19, To Licensing By-law 79-323

Respecting :

BILL POSTERS AND BILL DISTRIBUTORS, ETC.

WHEREAS Paragraph 8 of Section 230(1) of the Municipal Act, R.S.O., 1980, Chapter 302, provides that by-laws may be passed to license, regulate and govern bill distributors, advertising sign painters, bulletin board painters, and sign posters;

AND WHEREAS Paragraph 76 of Section 210 of the said Municipal Act, provides that by-laws may be passed to prohibit the throwing, placing or depositing of debris or refuse on private property or on the property of the municipality or local board thereof, without the authority of the owner or occupant;

AND WHEREAS Paragraph 5 of Section 315 of the said Municipal Act, provides that by-laws may be passed to prohibit the throwing, placing or depositing of dirt, filth, glass, handbills, paper or other rubbish or refuse on any highway or bridge;

AND WHEREAS Section 160 of the Regional Municipality of Hamilton-Wentworth Act, R.S.O.1980, Chapter 437, provides that the council of the City of Hamilton may pass any by-law that a board of commissioners of police is authorized to pass under the Municipal Act;

AND WHEREAS it is considered desirable and expedient to amend Schedule 19 to City of Hamilton By-law 79-323, to further regulate bill distributors to prevent and reduce nuisance and litter;

AND WHEREAS the Council of the Corporation of the City of Hamilton, in adopting Item of the Report of the Finance and Administration Committee at its meeting held on the day of February 1991, directed that Schedule 19 to By-law 79-323 be repealed and replaced as hereinafter provided.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. Schedule 19 to By-law 79-323 of The Corporation of the City of Hamilton, enacted on the 27th day of November, 1979, and amended by By-law No. 84-244, By-law No. 88-271, By-law No. 89-347, and By-law No. 90-338 is hereby repealed in its entirety, and the following substituted therefor;

SCHEDULE 19

To City of Hamilton By-law No. 79-323 respecting:

BILL POSTERS AND BILL DISTRIBUTORS, ETC.

PART 1 : Definitions

1.(1) For the purposes of this Schedule, "bill" shall include a written or printed handbill, notice or advertisement, and any envelope, covering, wrapper, or container in which a bill is enclosed.

(2) In this Schedule "newspaper" shall include a printed publication in sheet or magazine form, intended for general circulation and published regularly, consisting in great part of current news of events of general interest, taking into account the date of publication and the date of distribution of the publication in respect of whether or not the news is current.

(3) In subsection 2(2) the "sale of the goods or services of the publisher" shall not include the sale of subscriptions to the publisher's newspaper.

PART 2 : Requirement for License

2.(1) No person shall carry on or engage in any of the following businesses or trades :

- (a) bill poster;
- (b) advertising sign painter;
- (c) bulletin board painter;
- (d) sign poster; or
- (e) bill distributor,

without first obtaining a licence under this Schedule entitling them to do so.

(2) A license is not required under paragraph 2(1)(e), by a person engaged in the trade or business of distributing bills, if the bills are being distributed or delivered:

- (a) by mail,
- (b) according to, or within materials delivered by a subscription or contract with the owner or occupier of the premises at which the bills are delivered,
- (c) in newspapers delivered free of charge to the owner or occupier of the premises at which delivery is made, where the main purpose for distribution of the paper is not to advertise the sale of the goods or services of the publisher,
- (d) by or for community, political or religious groups who are soliciting membership or participation in such groups, or attendance at meetings dealing with community, political or religious issues, or
- (e) by an owner or employee of a business distributing the business's own bills,

and except for section 4, this Schedule does not apply to such distributions and deliveries.

(3) An employee of a person licensed under paragraphs 2(1)(a) through (e) is not required to be licensed under this Schedule for the purposes of such employment.

(4) A license for the distribution of bills issued under this Schedule is not authority to enter upon or commit a trespass against any property without the consent of the owner or occupier thereof.

PART 3 : Miscellaneous Prohibitions

4. No person shall post, distribute, or cause or permit the posting or distribution of any poster, picture or handbill that is indecent or that tends to corrupt morals.

5. No person, required under the provisions of this Schedule to be licensed, shall distribute, or cause or permit to be distributed, any poster, picture, bill, printed matter or other paper whether printed or not, by having the same:

- (1) handed to any person in any highway or other public place;
- (2) deposited in or on any motor vehicle;
- (3) deposited on any lawn, driveway, lane, walkway, or other such place; or
- (4) deposited on any highway, bridge, alley, park or other public place;

and every such person shall be responsible for any such non-compliance by any of their employees, servants or agents in the course of such employment or agency.

PART 4 : Regulation of Bill Distribution

6. No person, required under the provisions of this Schedule to be licensed as a bill distributor, shall distribute bills, or cause or permit the distribution of bills, contrary to the following regulations :

(1) Persons distributing bills to private property shall use only the existing driveway or walkways of the property at which the deliveries are being made;

(2) Where the delivery of bills to private property is permitted, such deliveries shall be made so that :

(a) Subject to subsection (3), the bills shall be placed inside the mail box or mail slot, where a mail box or slot exists, and the box or slot shall be closed so that the bills are not visible from outside such box or slot,

(b) Also subject to subsection (3), where no mail box or slot exists, bills must be securely affixed to the property in a place and manner near an entrance door, so as not likely to be displaced by wind, exposed to rain or snow, or to view from the highway, or other public place, or

(c) Where paragraphs (a) or (b) apply, but the provisions thereof cannot be fully complied with, then no bills shall be left at or on the property, without the consent of the owner or occupant thereof;

(3) No distribution of bills shall be made to private property without the consent of the owner thereof, where the property displays, visible from a highway, lane, driveway, walkway, verandah, porch, step or other such approach to a doorway :

(a) a "NO HANDBILLS" sign in Form 1, as set out in Appendix "A" hereto annexed, which appendix is included in, and forms a part of this Schedule, or

(b) any other sign indicating the owner or occupier of the property prohibits such deliveries;

(4) Subject to sub-section (5), the name and telephone number of the licensed bill distributor, shall be legible and visible from the back of persons distributing bills for the licensee, by having the same in characters at least 5 centimetres in height on a contrasting background, printed on a vest, coat, delivery bag, carrying cart, or other equivalent means of display carried on or about the person making deliveries;

(5) The requirements of sub-section (4) do not apply where the licensed bill distributor has legibly printed on the bills delivered, or the envelope, covering, wrapper, or container in which the bills are delivered, in characters at least 1.2 centimetres tall, the name of the licensed bill distributor, their telephone number and mailing address;

(6) No other sign or display shall be carried by persons distributing bills, which would tend to confuse or mislead an observer as to the identity and telephone number of the licensed bill distributor required to be displayed by subsection (4);

and every such bill distributor shall be responsible for any such non-compliance by any of their employees, servants or agents in the course of such employment or agency.

7. For the purposes of subsections 6(4) and 6(5), the name, telephone number, and mailing address of a licensed bill distributor shall be deemed to be the same as the information supplied with the application to the Corporation of the City of Hamilton for the license, unless the bill distributor delivers to the Licensing Department of the said City, at least five days prior to use of the name, address, or telephone number, a written

request setting out the name, address and telephone number supplied with the application and any changes requested to such information, along with the license number of bill distributor.

PART 5 : License Fees

8. The amount of the licence fee for a licence granted under this Schedule shall be as follows :

(1) Bill distributor.....\$100.00;

(2) Bill Poster, Advertising Sign Painter, Bulletin Board Painter, Sign Poster.....\$605.00.

2. Appendix "A" hereto annexed is included in, and forms a part of Schedule 19 as enacted by this by-law.

3. This by-law comes into force and effect on the date of its passing and enactment.

PASSED this day of A.D. 1991.

City Clerk

Mayor

(1991)

APPENDIX "A"

To Schedule 19 of By-law 79-323, as amended.

FORM 1

"NO HANDBILLS" SIGN



Règlement
By-law

8588

Règlement sur la distribution d'articles publicitaires.

À la séance du Conseil de la Ville de Montréal, tenue le 14 août 1990,

le Conseil décrète:

1. — Dans le présent règlement,

“**article publicitaire**” signifie un dépliant, une brochure, un prospectus, un feuillet ou tout article publicitaire semblable conçu à des fins d'annonce ou de réclame;

“**distributeur**” désigne quiconque, pour son propre compte ou pour le compte d'un tiers, distribue lui-même ou par l'intermédiaire d'un commis à la distribution, des articles publicitaires sur la propriété privée.

2. — Il est interdit de distribuer des articles publicitaires sur la propriété privée sans détenir le permis de distribution prévu au Règlement concernant les permis et taxes spéciales ou personnelles sur les commerces, occupations et activités (5568, modifié). Le permis doit être porté par toute personne physique effectuant une distribution de manière à ce qu'il soit en évidence et que le public puisse le voir.

3. — Un article publicitaire ne peut être distribué à moins qu'il ne porte le nom et l'adresse de la personne morale ou physique au nom de qui a été délivré le permis mentionné à l'article 2.

Dans les cas où le distributeur utilise un emballage pour la distribution des articles publicitaires, il peut apposer les

By-law concerning the distribution of advertising material.

At the meeting of the Conseil de la Ville de Montréal held on August 14, 1990,

the Conseil ordained:

1. — In this by-law,

“**advertising material**” means a folder, a brochure, a prospectus, a leaflet or any similar advertising material designed for advertising or publicizing purposes;

“**distributor**” designates whoever, on his own account or for a third party, distributes, either himself or through a distribution assistant, advertising material on private property.

2. It is prohibited to distribute advertising material on private property without holding the distribution permit provided in the By-law concerning permits and special or personal taxes on businesses, occupations and activities (5568, as amended). The permit must be carried in a conspicuous way by any individual making a distribution and so that the public can see it.

3. — No advertising material may be distributed unless it bears the name and address of the legal entity or of the individual in whose behalf the permit mentioned in Article 2 was delivered.

In cases where the distributor uses a wrapping for the distribution of advertising material, he may affix the men-

(a)

mentions exigées à l'alinéa précédent sur l'emballage seulement.

4. — Il est interdit de déposer ou de faire déposer un article publicitaire sur le domaine public.

5. — La distribution d'articles publicitaires doit se faire entre 8 h et 22 h.

6. — Sous réserve de l'article 8, il est interdit de déposer ou de faire déposer un article publicitaire sur la propriété privée, sauf :

- a) Dans une boîte ou une fente à lettres;
- b) Dans un réceptacle prévu à cet effet;
- c) Sur un porte-journaux ou en le suspendant à celui-ci;

d) Dans le vestibule d'un bâtiment, lorsque l'accès y est autorisé, sur une étagère ou dans un réceptacle prévu à cet effet, à condition de ne pas obstruer ni encombrer la voie d'issue.

Dans le cas où un article publicitaire est introduit dans une fente à lettres, le rabat de cette fente doit être complètement abaissé après le dépôt.

7. — Quiconque effectue la distribution d'articles publicitaires doit emprunter les allées, trottoirs ou chemins menant aux bâtiments.

8. — Il est interdit de déposer ou de faire déposer un article publicitaire sur une propriété privée si le propriétaire ou l'occupant indique, au moyen de l'affiche prescrite en vertu du deuxième alinéa, qu'il refuse de recevoir de tels articles.

Le Comité exécutif prescrit par ordonnance la teneur de l'affiche mentionnée au présent article et ses dimensions minimales et maximales.

tions required under the preceding paragraph on the wrapping only.

4. — It is prohibited to place or cause to be placed advertising material on the public domain.

5. — The distribution of advertising material shall take place between 8 a.m. and 10 p.m.

6. — Subject to Article 8, it is prohibited to place or cause to be placed advertising material on private property, except:

- a) in a letter box or slot;
- b) in a receptacle provided for such purpose;
- c) on a newspaper rack or by hanging it on such rack;

d) in the vestibule of a building, when access thereto is authorized, on shelves or in a receptacle provided for such purpose, on condition not to obstruct or clutter up the exit.

In cases where advertising material is inserted in a letter slot, the flap of such slot shall be fully lowered after the material is inserted.

7. — Whoever carries out the distribution of advertising material shall use the alleys, sidewalks or ways leading to buildings.

8. — It is prohibited to place or cause to be placed any advertising material on private property if the owner or the occupant shows, with the sign prescribed under the second paragraph, that he refuses to receive such material.

The Comité exécutif shall prescribe by ordinance the content of the sign mentioned in this article and, if applicable, its minimum and maximum dimensions.

9. — Quiconque contrevient au présent règlement commet une infraction et est passible

a) pour une première infraction, d'une amende d'au plus 300 \$, avec ou sans frais;

b) pour une deuxième infraction à la même disposition du présent règlement, dans une période de douze mois, d'une amende d'au moins 100 \$ et d'au plus 500 \$, avec ou sans frais;

c) pour toute infraction subséquente dans la même période, d'une amende d'au moins 500 \$ et d'au plus 1 000 \$, avec ou sans frais.

10. — Lorsque le contrevenant au présent article est une corporation, elle est passible

a) pour une première infraction, d'une amende d'au plus 600 \$, avec ou sans frais;

b) pour une deuxième infraction à la même disposition du présent règlement, dans une période de douze mois, d'une amende d'au moins 200 \$ et d'au plus 1 000 \$, avec ou sans frais;

c) pour toute infraction subséquente dans la même période, d'une amende d'au moins 1 000 \$ et d'au plus 2 000 \$, avec ou sans frais.

9. — Whoever contravenes this by-law shall commit a violation and be liable

a) for a first violation, to a fine of not more than three hundred dollars (\$300), with or without costs;

b) for a second violation of the same provision of this by-law within a twelve (12)-month period, to a fine of at least one hundred dollars (\$100) and not more than five hundred dollars (\$500), with or without costs;

c) for any subsequent violation within the same period of time, to a fine of at least five hundred dollars (\$500) and not more than one thousand dollars (\$1000), with or without costs.

10. — In cases where the contravenor is a corporation, it shall be liable

a) for a first violation, to a fine of not more than six hundred dollars (\$600), with or without costs;

b) for a second violation of the same provision of this by-law within a twelve (12)-month period of time, to a fine of at least two hundred dollars (\$200) and not more than one thousand dollars (\$1000), with or without costs;

c) for any subsequent violation within the same period of time, to a fine of at least one thousand dollars (\$1000) and not more than two thousand dollars (\$2000), with or without costs.

11. — This by-law shall become effective on January 1, 1991.

11. — Le présent règlement prend effet le 1^{er} janvier 1991.

Ordinance No. 1

(Regulation regarding the distribution of public articles.
(8588))

At the meeting of the Executive Committee of the City of Montreal held December 12, 1990,

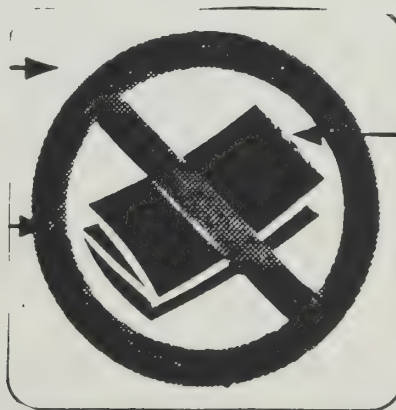
the Executive Committee decreed:

Signage indicating the refusal of an owner or occupant of a private property to receive public articles.

1. The signage referred to in the first line of Article 8 of the regulation regarding the distribution of public articles shall measure at minimum 4 cm by 4 cm and at largest 8 cm by 8 cm and shall conform to the illustration as follows:

white background

100% black



red

border

CITY OF TORONTO
DEPARTMENT OF PUBLIC WORKS AND THE ENVIRONMENT

JAN 8 2 34 PM '91

CITY OF TORONTO OFFICE
SECRETARY SECTION

January 8, 1991

To: City Services Committee

Subject: Distribution of Advertising Material - 'Junk Mail'

Origin: City Council Meetings of June 25 and 26, 1990
(c39csc91012:278)

Recommendations:

1. That the draft amendment to By-law No. 20298 appended to this report, respecting the prohibition of throwing, placing or depositing of certain material on private property, be approved;
2. That the Corporation of Metropolitan Toronto be requested to amend, as described herein, the conditions for licensing 'bill distributors';
3. That I be authorized to produce at the City's expense 'No Junk Mail' signs for distribution to any City of Toronto resident requesting same;
4. That the City Solicitor be requested to prepare draft special legislation which would permit Council to pass by-laws regulating distribution of handbills door-to-door, and to report to the City Services Committee thereon; and
5. That the appropriate City officials be authorized to take whatever action is necessary to give effect to the above.

Background:

City Council, at its meetings of June 25 and 26, 1990, in considering a motion from Councillor Tom Jakobek respecting the above subject, requested me to report, in consultation with the City Solicitor, to your Committee on the implementation of a policy regulating the delivery of advertising flyers similar to that proposed by the City of Montreal. Further, your Committee, at its meeting of November 10, 1989, in considering a letter (October 24, 1989) from Metropolitan Councillor Richard Gilbert respecting the subject of litter from door-to-door delivery of flyers and advertising material, requested me to report on this matter. Lastly, your Committee, at its meeting of June 29, 1990, in considering a letter (June 1, 1990) from Councillor Betty Disero respecting the Montreal by-law regulating the delivery of

City Services Committee

January 8, 1991

advertising flyers, requested me to report on the possibility of implementing a similar by-law in the City of Toronto.

Comments:

I have been requested to report on the following suggestions for alleviating problems caused by the door-to-door distribution of flyers and other unsolicited advertising material.

1. Require all advertising flyers and handbills to have a return address with postal prepayment. This will allow persons not wanting such items to return them by post, at the advertisers' expense; and
2. That Toronto implement a by-law similar to that recently passed in Montreal which regulates the delivery of advertising flyers as follows:
 - . require distributors of advertising material to have a distribution permit issued by the City;
 - . enable residents to obtain a sign indicating that they do not wish to receive unsolicited flyers and prohibiting delivery of flyers to addresses that are so signed; and
 - . clearly delineate the areas in which flyers can be placed on private property, e.g. letter boxes, letter slots, etc.

I have consulted with the City Solicitor who has advised that there is no legislative authority that would permit the City to require that handbills distributed door-to-door have pre-paid return postage, nor is there any power for a municipality to regulate material distributed by way of the federal post office. The City Solicitor advises that the chances of the City receiving provincial legislation applicable only to the City, which provides the control of door-to-door handbill deliveries, are not great, since the province generally wishes to approach such problems from a provincial-wide aspect. However, there is certainly nothing which prevents the City from making application to the province for such special legislation.

City Council does have the power to prohibit the throwing, placing and depositing of handbills or other paper or rubbish on the City streets, and appropriate provisions against littering are in place within By-law No. 20298 respecting garbage. This by-law could be amended to regulate the manner and location in which certain material is delivered on private property. The draft by-law, prepared by the City Solicitor and appended hereto, would require

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City Services Committee

January 8, 1991.

those distributing any printed material to private properties to place the material securely in a designated receptacle on the premises. Upon passing of the attached draft by-law, the City Solicitor will as a matter of course apply to the Chief Judge of the Provincial Court for the establishment of a set fine for contraventions of the by-law. I have consulted with the City Solicitor and am recommending a set fine of \$100.00 plus costs, which is the maximum set fine granted by the Chief Judge for offences under Refuse Collection By-law No. 20298. The enforcement of the provisions set out in the draft by-law will be difficult; the passing of this by-law, however, would allow the City to regulate the method of distribution of circulars in a manner similar to the enforcement of the provisions of the Refuse By-law.

The City Solicitor has advised that the Municipal Act provides Metropolitan Toronto with the power to pass by-laws for licensing, regulating and governing 'bill distributors', among other matters. In this regard, Metro Council could be requested to impose certain conditions on the granting of licences to those who deliver handbills including:

- a) A prohibition on the distribution of materials to households which place a sign on their property indicating a wish not to receive unsolicited printed material;
- b) A requirement for the advertising material distributed door-to-door to carry the name, address and licence number of the licence holder; and
- c) A requirement that any material delivered is done in a manner that does not create litter.

With respect to the suggestion that residents place signs at their households indicating that they do not wish to receive unsolicited hand-distributed material, the City Solicitor advises that there is nothing to prevent persons from putting out such signs, nor is there anything to prevent the municipality from providing such signs to its residents in the interests of the municipality. While signs could simply be notices posted on the premises, it would be preferable, according to the City Solicitor, that the process established under the Trespass to Property Act be followed, which would allow individual householders to prohibit entry on the premises to bill distributors, provided the simple process set out under the Act is followed. The process requires the property owners to place a sign at their premises to give notice that an activity is prohibited. If such notice is given in accordance with the Act, any person violating the prohibition is

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City Services Committee

January 8, 1991

subject to arrest. Therefore, while there is no power which allows the municipality to prohibit by by-law the distribution of such material to persons who place such signs on their property, the provincial Act gives a method of prohibiting entry to premises of the persons referred to in the notice (in this case, bill distributors). I feel that it would be in the interests of the City to manufacture and distribute these signs to persons wanting same. The estimated cost of producing the signs and advertising their availability by way of tax or water bills is \$20,000. I have included this amount in my 1991 Current Estimates.



Commissioner.

gp
DJH

Attachment

DRAFT BY-LAW

No. A By-law

To amend By-law No. 20298 respecting the prohibiting of throwing, placing, or depositing of certain material on private property.

(Passed , 1990)

Whereas City Council at its meeting of , 199 , adopted clause of City Services Committee Report No. , recommending that By-law No. 20298 be amended to provide for the prohibition of throwing, placing or depositing of certain material on private property;

Therefore the Council of the Corporation of the City of Toronto enacts as follows:

1. By-law No. 20298, being "A By-law To provide for the cleaning of the streets and for the collection of waste in the City of Toronto" is amended by adding thereto as Section 7A, as follows:

" Throwing, Placing, or Depositing of Certain Material on Private Property

7A. No person shall throw, cast, place or otherwise deposit, or direct or allow any servant, agent, or employee to throw, cast, place or otherwise deposit any printed matter or other newsprint or magazine on private property except in a manner whereby such material is placed securely in a letter box, mail slot, mail deposit, news rack or other receptacle placed on the premises by the owner or occupant for receiving such material, unless the owner or occupant otherwise consents to the placing of such material on the property in a manner other than that described herein."

(c)

Trashing junk mail Being responsible

JAN. 3/91

However seductive the package — the promise of a personal million-dollar windfall or all-expense paid vacation to the sunny south — those junk mail offers are a nuisance to most people. Even worse, they waste paper and add to our garbage disposal problems.

Canada Post reports no fewer than 1.1 billion pieces of addressed advertising mail and 2.6 billion pieces of the unaddressed kind were delivered last year. That's an average of 343 pieces per household a year. The junk mail stream is anything but environmentally-friendly.

Some people fight fire with fire by marking the stuff 'Return to sender' and dropping it in the nearest mailbox. Or they may take the extra step of returning it directly to the source by using self-addressed, pre-paid envelopes sent with the package. But it seems that for every enterprise which gets the message,

The industry is not known for self-restraint

there's another piece of junk mail ready to take its place.

While individuals can fight back, the size of the junk mail stream isn't likely to be cut unless effective action is taken to prevent unwanted delivery. And some politicians are beginning to listen.

Metro Toronto's works committee recently adopted a massive waste reduction plan calling among other things for a voluntary campaign to cut junk mail. The plan would see postal workers not delivering advertising to mailboxes with "No Junk Mail" stickers on them.

While Canada Post is considering the sticker plan, postal authorities cautioned that direct mail is a \$6 billion-a-year business, employing 200,000 people. The corporation maintains that people pay to have the mail delivered and Canada Post has an obligation to deliver it.

Whatever the concerns of advertisers and Canada Post, politicians in Toronto and other communities shouldn't give up on finding ways to reduce a 'service' that hasn't been characterized by self-restraint.

Says Gerard Coffey of the Toronto Environmental Alliance: "There has to be a way to cut down on that stuff, and to make the producers responsible for what happens to it." He's right.

The Spectator, Jan 11/91

ANS, LER RS

Toronto may curb junk mail

TORONTO — City politicians are to vote on a bylaw next week that aims to limit the distribution of junk mail.

The bylaw aims to prevent bill distributors, other than Canada Post, from dropping off magazines, newsprint flyers and other advertising flyers, widely known as junk mail, at homes where they are not wanted.

If approved by city council in February, the city will print "No Junk Mail" stickers and give them to residents who want to put them on their mail boxes or doors.

Once the bylaw is passed, city lawyers will apply to the provincial court to set a fine of \$100 for violators.

Man continues fight over junk mail

OTTAWA — An Ottawa man's attempt to stop the delivery of junk mail to his home has landed him in trouble with Canada Post.

Last week, Patrick Gouthreau received a letter telling him he'll no longer enjoy home mail delivery, because of what the corporation calls his "aggressive behavior" towards letter carriers. Instead, Mr. Gouthreau will have to collect his mail from a central depot.

According to Mr. Gouthreau, he's being penalized for his efforts over the past few months to stop Canada Post carriers from delivering unsolicited advertising mail to his home.

Mr. Gouthreau, who describes himself as an environmentalist, said letter carriers ignore a No-Junk-Mail sticker on his mailbox and dump heaps of unwanted mail on his doorstep.

Last Thursday, after a carrier refused to take back mail he delivered, Mr. Gouthreau said he stuck the mail into the man's letter bag.

Mr. Gouthreau said the carrier wasn't wearing a Canada Post uniform. He said he was later informed the man was a trainee carrier.

Canada Post stops delivery

The next day, Mr. Gouthreau said, he received the letter from Canada Post telling him his mail delivery was being stopped.

For Mr. Gouthreau, the situation is the height of frustration. "If you don't want pollution dropped at your doorstep, you should have every right in a democracy not to take it."

"But I am being victimized for trying to do something for the environment. These people are telling me I have no right to refuse something I don't want in my home."

Mr. Gouthreau intends to fight back. So far, he's got more than 100 signatures on a petition he plans to send to local MPs and aldermen.

He also wants people who share his concern for the environment and the proliferation of junk mail to band together and develop an action plan.

Canada Post, meanwhile, says it is only doing the job it's legally obliged to do. Letter carriers, the

corporation argues, are right to insist on delivery of the mail in their possession.

"We have a legal obligation to deliver mail whether it is solicited or unsolicited, and blaming Canada Post for advertising mail is shooting the messenger," said Laszlo Szabo, a Canada Post spokesman.

The direct marketing business employs thousands of people and can't fold up because some people don't like advertising mail, he said.

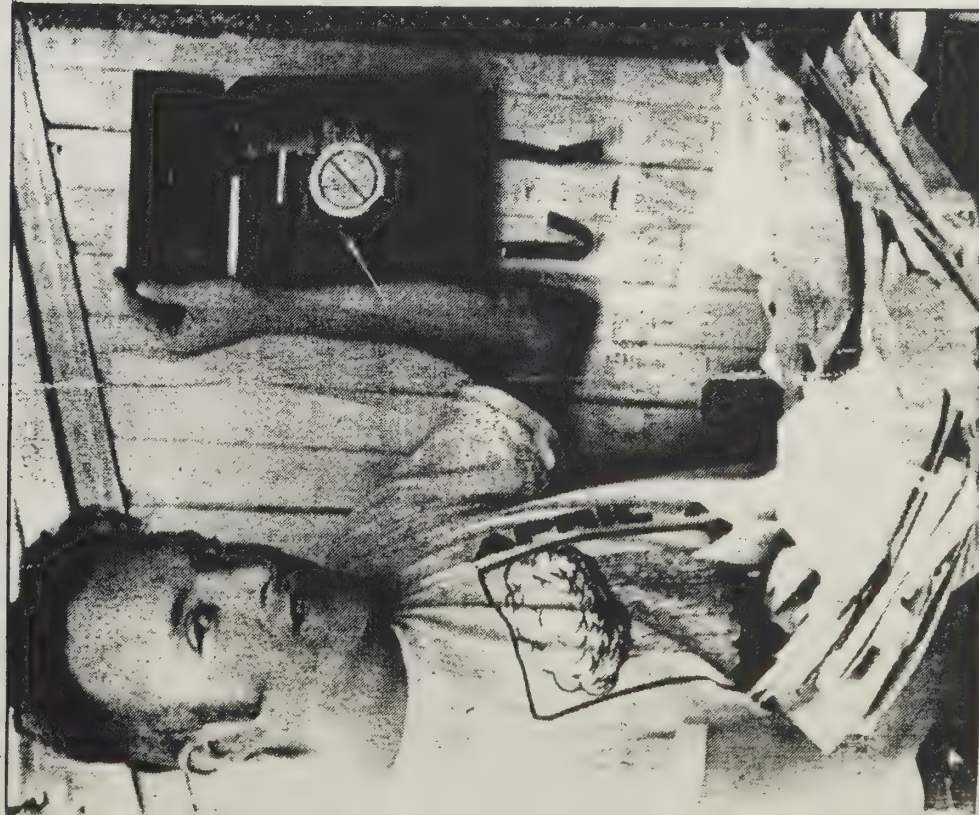
Direct mail

Canada Post controls about 25 per cent of the unaddressed direct mail market.

People who don't want to receive addressed advertising mail — that is, mail in which identity of the sender is readily apparent — can request in writing to the Canadian Direct Marketing Association that their names be taken off mailing lists.

But nothing can be done with unaddressed advertising mail which doesn't readily show who sent it, said Mr. Szabo.

From Canadian Press



CP

Patrick Gouthreau is being forced to get mail from central depot.

9(C)5.

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT TAXATION LEVIES

PAGE
BUDGET90
02/01/91

INCREASE +
DECREASE -
OVER 1990
ESTIMATE

1991
RESULTANT
APPROPRIA-
TION
(7+8)
(9)

COUNCIL/
COMMITTEE
ADJUSTMENT
INCREASE+
DECREASE-
(8)

1991
ORIGINAL
ESTIMATE
(4+5+6)
(7)

INFLA-
TIONARY
COST
(6)

ADJUSTMENT
TO 1990
ESTIMATE+
INCREASE+
DECREASE-
(5)

1990
ESTIMATE
(4)

1990
ACTUAL
(3)

DESCRIPTION
(2)

AMOUNT PERCENT
(9-4) (10/4)
(10) (11)

ACCOUNT
(1)

41203 PUBLIC SCHOOL-ELEMENTARY	191,496,345-	191,216,110-	265,610-	191,481,720-	265,610-	01
CENTRE 01204	292,725,823-	292,428,500-	61,720-	292,490,220-	61,720-	
TOTALS						
DEPARTMENT TOTALS	106,068,247	106,071,710	1,461,390	107,533,100	1,461,390	1.4

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT TAXATION LEVIES

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

PAGE
BUDGET 90
02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9-4) (10)	PERCENT (10/4) (11)	INCREASE + DECREASE OVER 1990 ESTIMATE
41204	PUBLIC SCHOOL-SECONDARY	473,000	420,070	47,770-		372,300		372,300	47,770-	11.4-	
41205	SEP SCHOOL-ELEMENTARY	79,609	118,110	360		118,470		118,470	360	.3	
41206	SEP SCHOOL-SECONDARY	54,489	85,220	4,140-		81,080		81,080	4,140-	4.9-	
	TOTALS	2,700,646	2,623,480	309,070-		2,314,410		2,314,410	309,070-	11.8-	
** CENTER	01201										
	SPECIAL ASSESSMENTS-LOCAL IMPROVEMENTS										
41201	CITY OF HAMILTON	393,885	399,150	4,210-		394,940		394,940	4,210-	1.1-	
41202	H/W REGION	666,297	707,040	42,600-		664,440		664,440	42,600-	6.0-	
41207	COMMUTATIONS-REGION										
	TOTALS	1,060,182	1,106,190	46,810-		1,059,380		1,059,380	46,810-	4.2-	
** CENTER	01202										
	SPECIAL ASSESSMENTS-SEWER RATES										
41201	CITY OF HAMILTON	13,569	29,170	29,170-					29,170-100.0-		
41202	H/W REGION										
41207	COMMUTATIONS-REGION										
	TOTALS	13,569	29,170	29,170-					29,170-100.0-		
** CENTER	01203										
	ASSESSMENTS-TELEPHONE & TELEGRAM										
41201	CITY OF HAMILTON	1,849,982	1,840,290	96,830-		1,743,460		1,743,460	96,830-	5.3-	
41202	H/W REGION	1,663,731	1,654,940	5,720		1,660,660		1,660,660	5,720	.3	
41203	PUBLIC SCHOOL-ELEMENTARY	1,554,930	1,546,720	185,550		1,732,270		1,732,270	185,550	12.0	
41204	PUBLIC SCHOOL-SECONDARY	1,121,779	1,115,850	69,810		1,185,660		1,185,660	69,810	6.3	
41205	SEP SCHOOL-ELEMENTARY	75,420	75,020	74,000		149,020		149,020	74,000	98.6	
41206	SEP SCHOOL-SECONDARY	54,410	54,130	47,860		101,990		101,990	47,860	88.4	
	TOTALS	6,320,252	6,286,950	286,110		6,573,060		6,573,060	286,110	4.6	
** CENTER	01204										
	DEDUCT REGION & EDUCATION PORTION										
41202	H/W REGION	101,229,478-	101,212,390-	203,890		101,008,500-		101,008,500-	203,890	.2	

41204

903.

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT TAXATION LEVIES

PAGE
BUDGET 190
02/01/91

INCREASE +
DECREASE -
OVER 1990
ESTIMATE

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE + DECREASE - (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE + DECREASE - (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9-4) (10)	PERCENT (10/4) (11)
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41102	ELEMENTARY-COM & IND	2,887,791	2,887,790			2,887,790		2,887,790		
41103	ELEMENTARY-BUSINESS	1,220,130	1,220,130			1,220,130		1,220,130		
41104	ELEMENTARY-UNDERLEVY									
41105	SECONDARY-RES & FARM	10,704,912	10,704,910			10,704,910		10,704,910		
41106	SECONDARY-COM & IND	1,976,550	1,976,550			1,976,550		1,976,550		
41107	SECONDARY-BUSINESS	835,130	835,130			835,130		835,130		
41108	SECONDARY-UNDERLEVY									
	TOTALS	33,264,547	33,264,540			33,264,540		33,264,540		
CENTRE 01004										

LEVY INCR.-1.79% ASSESSMENT INCR.

** CENTER 01005										
41001	RESIDENTIAL AND FARM					1,212,760		1,212,760	1,212,760	
41002	COMMERCIAL AND INDUSTRIAL					454,260		454,260	454,260	
41003						123,890		123,890	123,890	
	TOTALS					1,790,910		1,790,910	1,790,910	
CENTRE 01005										

SUPPLEMENTARY REALTY TAXES

** CENTER 01101										
41201	CITY OF HAMILTON	723,772	753,520			657,640		657,640	95,880	12.7-
41202	H/W REGION	729,414	677,680			626,410		626,410	51,250	7.6-
41203	PUBLIC SCHOOL-ELEMENTARY	680,370	587,780			582,720		582,720	5,060	.9-
41204	PUBLIC SCHOOL-SECONDARY	465,682	424,040			398,850		398,850	25,190	5.9-
41205	SEP SCHOOL-ELEMENTARY	144,808	119,230			126,910		126,910	7,680	6.4
41206	SEP SCHOOL-SECONDARY	99,115	86,020			86,860		86,860	840	1.0
	TOTALS	2,893,161	2,648,250			2,479,390		2,479,390	168,860	6.4
CENTRE 01101										

SUPPLEMENTARY BUSINESS TAXES

** CENTER 01102										
41201	CITY OF HAMILTON	718,301	746,480			613,880		613,880	132,600	17.8-
41202	H/W REGION	684,186	671,320			584,730		584,730	86,590	12.9-
41203	PUBLIC SCHOOL-ELEMENTARY	691,061	582,280			543,950		543,950	38,330	6.6-

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT TAXATION LEVIES

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

PAGE
BUDGET90
02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9-4) (10)	PERCENT (10/4) (11)	INCREASE + DECREASE - OVER 1990 ESTIMATE
** CENTER 01001 TAXATION-CITY OF HAMILTON											
41001	RESIDENTIAL AND FARM	54,272,020	54,272,000			54,272,000		54,272,000			
41002	COMMERCIAL AND INDUSTRIAL	32,908,872	32,908,860			32,908,860		32,908,860			
41003	BUSINESS	15,151,415	15,151,410			15,151,410		15,151,410			
41004	UNDERLEVY										
	TOTALS	102,332,307	102,332,270			102,332,270		102,332,270			
** CENTER 01002 TAXATION-HAMILTON WENTWORTH REGION											
41001	RESIDENTIAL AND FARM	51,694,490	51,694,480			51,694,480		51,694,480			
41002	COMMERCIAL AND INDUSTRIAL	31,345,946	31,345,940			31,345,940		31,345,940			
41003	BUSINESS	14,431,845	14,431,840			14,431,840		14,431,840			
41004	UNDERLEVY										
	TOTALS	97,472,281	97,472,260			97,472,260		97,472,260			
** CENTER 01003 TAXATION-BOARD OF EDUCATION											
41101	ELEMENTARY-RES & FARM	42,922,580	42,922,570			42,922,570		42,922,570			
41102	ELEMENTARY-COM & IND	32,622,787	32,622,780			32,622,780		32,622,780			
41103	ELEMENTARY-BUSINESS	15,129,118	15,129,120			15,129,120		15,129,120			
41104	ELEMENTARY-UNDERLEVY										
41105	SECONDARY-RES & FARM	29,378,597	29,378,590			29,378,590		29,378,590			
41106	SECONDARY-COM & IND	22,328,845	22,328,840			22,328,840		22,328,840			
41107	SECONDARY-BUSINESS	10,355,198	10,355,200			10,355,200		10,355,200			
41108	SECONDARY-UNDERLEVY										
	TOTALS	152,737,125	152,737,100			152,737,100		152,737,100			
** CENTER 01004 TAXATION-SEPERATE SCHOOL BOARD											
41101	ELEMENTARY-RES & FARM	15,640,034	15,640,030			15,640,030		15,640,030			

9(c)2.

9(c)1.

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT SURPLUS FROM PREVIOUS YEAR

PAGE
BUDGET90
02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	INCREASE + DECREASE - OVER 1990 ESTIMATE		
									AMOUNT (10)	PERCENT (10/4) (11)	

** CENTER 00001 GENERAL

49001 PREVIOUS YEARS SURPLUS		1,000,000	1,000,000	250,000-		750,000		750,000	250,000-	25.0-	
CENTRE 00001 TOTALS		1,000,000	1,000,000	250,000-		750,000		750,000	250,000-	25.0-	

DEPARTMENT TOTALS

		1,000,000	1,000,000	250,000-		750,000		750,000	250,000-	25.0-	
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THE CORPORATION OF THE CITY OF HAMILTON

FEBRUARY 1, 1991

1991 COMPARATIVE STATEMENT OF ESTIMATES - REVENUES

DESCRIPTION (1)	1990			1991		COMMITTEE ADJUSTMENT INCREASE (DECREASE) (5)	1991 RESULTANT APPROPRIATION (4+5) (6)	INCREASE / (DECREASE) OVER 1990 ESTIMATE	
	ACTUAL (2)	ESTIMATE (3)	ORIGINAL ESTIMATE (4)	AMOUNT (6-2) (7)	PERCENT (7/2) (8)				
<u>FINANCE & ADMINISTRATION :</u>									
SURPLUS FROM PREVIOUS YEAR	1,000,000	1,000,000	750,000		750,000			(250,000)	-25.0%
1990 LEVY	102,332,307	102,332,270	102,332,270		102,332,270	0		0	0.0%
LEVY INCREASE - 1.70% ASSESSMENT INCR.								1,790,910	
SUPPLEMENTARY	1,492,073	1,500,000	1,271,520		1,271,520			(228,480)	-15.2%
SPECIAL ASSESSMENTS	2,243,867	2,239,440	2,138,400		2,138,400			(101,040)	-4.5%
TOTAL TAXATION REVENUES	106,068,247	106,071,710	107,533,100	0	107,533,100			1,461,390	1.4%
<u>OTHER REVENUES</u>									
ONTARIO GRANTS	15,845,839	15,810,460	16,006,900		16,006,900			196,530	1.2%
PAYMENT IN LIEU OF TAXES & SPEC. LEVIES	7,527,971	6,696,030	7,316,750		7,316,750			650,720	9.8%
TRANSFER FROM RESERVES	1,168,240	1,168,240	1,168,240		1,168,240			0	0.0%
FINANCIAL	10,000,554	8,749,060	9,065,160		9,065,160			316,100	3.6%
TOTAL OTHER REVENUES	34,632,604	32,393,790	33,557,140	0	33,557,140			1,163,350	3.6%
CITY CLERKS	1,636,043	1,293,990	1,474,940		1,474,940			180,950	14.0%
TREASURY	478,942	559,420	579,460		579,460			20,040	3.6%
PROPERTY & REAL ESTATE	802,106	843,380	774,440		774,440			(68,940)	-8.2%
FIRE	88,255	80,000	80,500		80,500			500	0.6%
TOTAL FINANCE & ADMINISTRATION	3,015,346	2,776,790	2,909,340	0	2,909,340			132,550	4.8%
<u>PLANNING & DEVELOPMENT :</u>									
PLANNING DEPARTMENT	91,512	119,100	115,500		115,500			(3,600)	-3.0%
BUILDING	3,570,726	4,148,500	3,155,500		3,155,500			(983,000)	-23.9%
TOTAL PLANNING & DEVELOPMENT	3,662,238	4,267,600	3,271,000	0	3,271,000			(998,600)	-23.4%
<u>TRANSPORT & ENVIRONMENT :</u>									
LOCAL ROADS-REGION	40,418	42,520	46,250		46,250			3,730	8.8%
PUBLIC WORKS-CITY	531,982	459,750	429,380		429,380			(30,370)	-6.6%
TRAFFIC-CITY	2,268,968	2,591,080	2,885,940		2,885,940			294,850	11.4%
FLEET SERVICES	34,810	34,810	34,810		34,810			0	0.0%
TOTAL TRANSPORT & ENVIRONMENT	2,876,178	3,128,170	3,396,380	0	3,396,380			268,210	8.6%
<u>PARKS & RECREATION :</u>									
RECREATION	3,787,871	3,211,680	3,642,000		3,642,000			430,320	13.4%
CULTURE	261,739	260,260	286,400		286,400			26,140	10.0%
CEMETERIES	1,135,010	1,142,570	1,199,140		1,199,140			56,570	5.0%
TOTAL PARKS & RECREATION	5,184,620	4,614,510	5,127,540	0	5,127,540			513,030	11.1%
TOTAL REVENUES	156,439,233	154,252,570	156,544,500	0	156,544,500			2,291,930	1.5%

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THE CORPORATION OF THE CITY OF HAMILTON
1991 EXPENDITURE ESTIMATES - FINANCIAL & OTHER
FOR CONSIDERATION BY THE FINANCE AND ADMINISTRATION COMMITTEE

Description (1)	1990 Actual (2)	1990 Estimate (3)	1991 Maintenance Budget (4)	Service/ Program Package Reductions (5)	1991 Original Estimate (4-5)	Council/ Committee Adjustment Increase (Decrease) (7)	1991 Resultant Appropriation (6+7) (8)	Maintenance		Increase (Decrease) Over 1990 Estimate Zero	
								Percent (4-3/3) (9)	Percent (8-3/3) (10)		
CONTINGENCY (24120)											
GENERAL CONTINGENCY			100,000		100,000		100,000				
SPECIAL CONTINGENCY	0	0	1,500,000		1,500,000		1,500,000				
			1,600,000		1,600,000	0	1,600,000				
DAMAGE CLAIMS (24130)											
DAMAGE CLAIMS	207,502	172,000	204,000		204,000		204,000	18.6%	18.6%		18.6%
OFFICE SUPPLIES	3,190	4,500	4,500		4,500		4,500	0.0%	0.0%		0.0%
PHOTOGRAPHIC SUPPLIES	5,110	6,500	6,500		6,500		6,500	0.0%	0.0%		0.0%
CAMERA REPAIRS		500	500		500		500	0.0%	0.0%		0.0%
CAMERA EQUIPMENT	1,460	1,500	1,500		1,500		1,500	0.0%	0.0%		0.0%
	217,262	185,000	217,000		217,000	0	217,000	17.3%	17.3%		17.3%
TRANSITIONAL COST OF EMPLOYEES (24134)											
SALARIES & WAGES AND BENEFITS	41,343	44,160	44,160		44,160		44,160	0.0%	0.0%		0.0%
WEED CUTTING CHARGED TO INDIVIDUALS (24144)											
TAX ROLL ITEMS	56,034	41,500	56,000		56,000		56,000	34.9%	34.9%		34.9%
SNOW CLEANING CHARGED TO INDIVIDUALS (24146)											
TAX ROLL ITEMS	172,305	38,600	172,000		172,000		172,000	345.6%	345.6%		345.6%
SPECIAL EVENTS SUBSIDY FUND (24160)											
AUTHORIZED COST	125,000	125,000	125,000		125,000		125,000	0.0%	0.0%		0.0%
UNCLASSIFIED EXPENDITURE (24201)											
AUTHORIZED COST	83,547	75,000	75,000		75,000		75,000	0.0%	0.0%		0.0%
LEGAL & CONSULTANT FEES (80010)											
STRATEGIC PLAN			30,000		30,000		30,000				
SUB-TOTAL MISCELLANEOUS	695,491	508,260	719,160		719,160	0	719,160	41.2%	41.2%		41.2%
			31,109,380		31,109,380		31,109,380				
TOTAL FINANCIALS	28,974,845	28,748,070			31,109,380	0	31,109,380	8.2%	8.2%		8.2%

THE CORPORATION OF THE CITY OF HAMILTON
1991 EXPENDITURE ESTIMATES - FINANCIAL & OTHER
FOR CONSIDERATION BY THE FINANCE AND ADMINISTRATION COMMITTEE

Description (1)	1990 Actual (2)	1990 Estimate (3)	1991 Maintenance Budget (4)	Service/ Program Package Reductions (5)	1991 Original Estimate (4-5)	Council/ Committee Adjustment Increase (Decrease) (7)	1991 Resultant Appropriation (6+7) (8)	Maintenance Percent (4-3/3) (9)	Increase (Decrease) Over 1990 Estimate Zero Percent (8-3/3) (10)
TAX REMISSIONS (24104)									
TAX REMISSIONS & ADJUSTMENTS	1,227,480	1,440,250	1,509,000		1,509,000		1,509,000	4.8%	4.8%
HAMILTON TIGER CATS (24105)									
LICENSE FEES	100,000	100,000	100,000		100,000		100,000	0.0%	0.0%
ADVERTISING RIGHTS	200,000	200,000	200,000		200,000		200,000	0.0%	0.0%
	300,000	300,000	300,000		300,000	0	300,000	0.0%	0.0%
INSURANCE PREMIUMS (24108)									
AIRPORT LIABILITY	901	1,230	570		570		570	-53.7%	-53.7%
BUILDERS RISK	7,211	1,000	7,210		7,210		7,210	621.0%	621.0%
EXCESS AUTO	114,560	96,000	127,000		127,000		127,000	33.7%	33.7%
FIDELITY	6,639	7,300	14,560		14,560		14,560	99.5%	99.5%
FIRE ON AUTOS	1,650	1,650	8,800		8,800		8,800	433.3%	433.3%
UMBRELLA LIABILITY	283,572	300,000	290,000		290,000		290,000	-3.3%	-3.3%
TAX REGISTRATION INSURANCE	1,000	1,000	250		250		250	-75.0%	-75.0%
FIRE ON CIVIC BUILDINGS	69,151	56,560	74,680		74,680		74,680	32.0%	32.0%
COMMUNITY & SPORTS ORGANISATION	4,597	10,000	5,000		5,000		5,000	-50.0%	-50.0%
	489,281	473,740	528,070		528,070	0	528,070	11.5%	11.5%
LOCAL IMPROVEMENT LEVIES ON EXEMPT PROPERTIES (24110)									
LEVY	79,314	100,000	80,000		80,000		80,000	-20.0%	-20.0%
SUB-TOTAL FINANCIAL VARIOUS	3,788,536	4,066,780	4,284,400		4,284,400	0	4,284,400	5.4%	5.4%

9/10/91

THE CORPORATION OF THE CITY OF HAMILTON
1991 EXPENDITURE ESTIMATES - FINANCIAL & OTHER
FOR CONSIDERATION BY THE FINANCE AND ADMINISTRATION COMMITTEE

7(b)1.

Description (1)	1990 Actual (2)	1990 Estimate (3)	1991 Maintenance Budget (4)	Service/ Program Package Reductions (5)	1991 Original Estimate (4-5) (6)	Council/ Committee Adjustment Increase (Decrease) (7)	1991 Resultant Appropriation (6+7) (8)	Maintenance Percent (4-3/3) (9)	Increase (Decrease) Over 1990 Estimate Zero Percent (8-3/3) (10)	
FINANCIAL										
DEBT CHARGES FOR LOCALS (21004)										
OWNER'S SHARE	477,400	477,400	401,720		401,720		401,720	-15.9%	-15.9%	
DEBT CHARGES - GENERAL (21100)	14,724,000	14,724,000	15,075,000		15,075,000		15,075,000	2.4%	2.4%	
CAPITAL LEVY (6 MILLS) (22002)	5,902,000	5,902,000	6,004,000		6,004,000		6,004,000	1.7%	1.7%	
PROVISION FOR RESERVE (23001)										
DEFERRED INCOME COUNCIL	18,100	18,100	37,000		37,000		37,000	104.4%	104.4%	
ACCUMULATED SICK LEAVE	850,000	850,000	635,000		635,000		635,000	-25.3%	-25.3%	
ELECTION EXPENSE	150,000	150,000	150,000		150,000		150,000	0.0%	0.0%	
PAY EQUITY	344,700	344,700	500,000		500,000		500,000	45.1%	45.1%	
WORKER'S COMPENSATION	1,184,528	865,740	1,200,000		1,200,000		1,200,000	38.6%	38.6%	
BEACH STRIP PROPERTIES	60,000	60,000	80,000		80,000		80,000	33.3%	33.3%	
DOFASCO TAX APPEAL	780,000	780,000	390,000		390,000		390,000	-50.0%	-50.0%	
PARCII	3,387,328	3,088,540	3,025,100		3,025,100	0	3,025,100	-1.4%	-1.4%	
EMPLOYEE BENEFITS-OTHER- PRESENT (24001)										
ACCIDENTAL DEATH & DISMEM	1,422	2,000	2,000		2,000		2,000	0.0%	0.0%	
CUPE EDUCATION TRAINING	4,142	5,450	5,450		5,450		5,450	0.0%	0.0%	
PUBLIC ADMINISTRATION DIPLOMA	5,584	7,450	17,450		17,450	0	17,450	134.2%	134.2%	
EMPLOYEE BENEFITS-OTHER- PENSIONERS (24005)										
RETIREMENT GRATUITY - FIRE	6,557	7,000	6,500		6,500		6,500	-7.1%	-7.1%	
BLUE CROSS - PENSIONERS	163,116	167,010	177,450		177,450		177,450	6.3%	6.3%	
BLUE CROSS - FIRE	95,587	98,100	132,980		132,980		132,980	35.6%	35.6%	
BLUE CROSS - HMRF PENSIONERS	83,115	78,330	100,400		100,400		100,400	28.2%	28.2%	
	348,375	350,440	417,330		417,330	0	417,330	19.1%	19.1%	
AUDITORS (24101)										
STATUTORY AUDIT FEES	58,067	59,900	59,900		59,900		59,900	0.0%	0.0%	
COMPREHENSIVE AUDIT	110,404	150,000	150,000		150,000		150,000	0.0%	0.0%	
	168,471	209,900	209,900		209,900	0	209,900	0.0%	0.0%	
TAX ADJUSTMENTS (24102)										
ELDERLY CITIZENS TAX CREDIT	782,775	795,000	808,650		808,650		808,650	1.7%	1.7%	
TAX DISCOUNT	387,278	385,000	409,000		409,000		409,000	6.2%	6.2%	
VETERANS ASSOCIATION - MUNICIPAL	1,170,051	5,000	5,000		5,000		5,000	0.0%	0.0%	
		1,185,000	1,222,650		1,222,650	0	1,222,650	3.2%	3.2%	

THE CORPORATION OF THE CITY OF HAMILTON
1991 EXPENDITURE ESTIMATES - FINANCIAL & OTHER
FOR CONSIDERATION BY THE FINANCE AND ADMINISTRATION COMMITTEE

Description (1)	1990 Actual (2)	1990 Estimate (3)	1991 Maintenance Budget (4)	Service/ Program Package Reductions (5)	1991 Original Estimate (4-5)	Council/ Committee Adjustment Increase (Decrease) (7)	1991 Resultant Appropriation (6+7) (8)	Increase / (Decrease) Over 1990 Estimate	
								Maintenance Percent (4-3/3) (9)	Zero Percent (8-3/3) (10)
FINANCIAL									
OWNER'S SHARE-DEBT CHARGES-LOCA	477,490	477,490	401,720		401,720		401,720	-15.9%	-15.9%
DEBT CHARGES - GENERAL	14,724,000	14,724,000	15,075,000		15,075,000		15,075,000	2.4%	2.4%
CAPITAL LEVY (SIX MILLS)	5,902,000	5,902,000	6,004,000		6,004,000		6,004,000	1.7%	1.7%
PROVISION FOR OTHER RESERVES	3,387,328	3,068,540	3,025,100		3,025,100		3,025,100	-1.4%	-1.4%
FINANCIAL - VARIOUS	3,788,536	4,066,780	4,284,400		4,284,400		4,284,400	5.4%	5.4%
CONTINGENCY	0	0	1,800,000		1,800,000		1,800,000		
MISCELLANEOUS	696,421	509,260	719,160		719,160		719,160	41.2%	41.2%
TOTAL FINANCIALS	28,974,775	28,748,070	31,109,380	0	31,109,380	0	31,109,380	8.2%	8.2%

9(b)

THE CORPORATION OF THE CITY OF HAMILTON
1991 EXPENDITURE ESTIMATES - FINANCIAL & OTHER
FOR CONSIDERATION BY THE FINANCE AND ADMINISTRATION COMMITTEE

FOR CONSIDERATION BY THE FINANCE AND ADMINISTRATION COMMITTEE										Increases (Decrease) Over 1990 Estimate
Description (1)	1990 Actual (2)	1990 Estimate (3)	1991 Maintenance Budget (4)	Service/ Program Package Reductions (5)	1991 Original Estimate (4-5) (6)	Council/ Committee Adjustment Increase (Decrease) (7)	1991 Resultant Appropriation (6+7) (8)	Maintenance	Zero	
								Percent (4-3/3) (9)	Percent (8-3/3) (10)	
OTHER BUDGETS										
MAYOR'S RACE RELATION COMMITTEE (82030)										
AUTHORIZED COST	11,295	12,500	12,500		12,500		12,500	0.0%	0.0%	
H. S. P. C. A. (80020)										
NUISANCE WILDLIFE	31,460	30,000	30,000		30,000		30,000	0.0%	0.0%	
ANIMAL CONTROL	798,910	798,910	835,890		835,890		835,890	4.6%	4.6%	
	830,370	828,910	865,890		865,890	0	865,890	4.5%	4.5%	
MUNDILIZATION COMMITTEE (82040)										
AUTHORIZED COST	8,110	7,790	7,950	(160)	7,790		7,790	2.1%	0.0%	
STATUS OF WOMEN (82010)										
AUTHORIZED COST	7,446	10,450	12,340	(1,890)	10,450		10,450	18.1%	0.0%	
PUBLIC RELATIONS (80040)										
PUBLIC RELATIONS		15,000	40,000		40,000		40,000	166.7%	166.7%	
HOSTING OF CONFERENCES	26,947	35,000	50,000		50,000		50,000	42.9%	42.9%	
GREY CUP PARTICIPATION	55,000	55,000	51,000		51,000		51,000	-7.3%	-7.3%	
OCTOBERFEST CELEBRATION		10,000	10,000		10,000		10,000	0.0%	0.0%	
PARKING SUBSIDY PROGRAM	36,114	50,000	50,000		50,000		50,000	0.0%	0.0%	
SPECIAL/INTERNATIONAL EVENTS			65,000		65,000		65,000			
FINANCING: RESERVE-SPECIAL EVENTS		165,000	(65,000)		(65,000)		(65,000)			
	118,061		201,000		201,000	0	201,000	21.8%	21.8%	
CIVIC AWARDS, RECEPTION & DELEGATION HOSTINGS (84010)										
GILDA CINO ARTS AWARD		1,000	1,000		1,000		1,000	0.0%	0.0%	
ANNUAL AWARD BANQUET	12,721	14,490	15,210		15,210		15,210	5.0%	5.0%	
RECEPTIONS - CITY HALL	9,173	8,000	10,000		10,000		10,000	25.0%	25.0%	
RECEPTIONS - DELEGATE HOSTING	43,016	48,000	48,000		48,000		48,000	0.0%	0.0%	
CIVIC PINS, MEDALS & RING	14,200	11,000	15,000		15,000		15,000	36.4%	36.4%	
	79,110	82,490	89,210		89,210	0	89,210	8.1%	8.1%	
GRANTS										
	575,330	600,000	600,000		600,000		600,000	0.0%	0.0%	
TOTAL OTHER BUDGETS										
	1,829,722	1,707,140	1,788,890	(2,050)	1,786,840	0	1,786,840	4.8%	4.7%	

9(v)

HAMILTON STATUS OF WOMEN SUB-COMMITTEE

1991 BUDGET

Community Relations Program	\$1,700.00
Political Education Seminar	1,050.00
Two Seminars on Relevant Current Issues @ \$1,050.00 each	2,100.00
Summer Project	500.00
Women of the Year Banquet (15th Year Anniversary Special)	4,460.00
Printing for Committee Stationery, etc.	660.00
Seminars, Conferences, etc.	880.00
Dinner Meetings, City Hall	990.00
	<hr/>
TOTAL	<u>12,340.00</u>

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

9(a)(iv)

TREASURY	
1991 JAN 10	
ROUTE	REC'D
E.C.M.	
I.R.H.	
T.W.D.	
W.F.F.	
T.B.	
G.D.	
K.B.	

TO: Mr. K. Beattie
Budget Analyst
Treasury Department

YOUR FILE:

FROM: C. J. Coutts, Secretary
Hamilton Status of Women Sub-Committee
City Clerk's

OUR FILE:

PHONE: 546-3994

SUBJECT: 1991 BUDGET - HAMILTON STATUS
OF WOMEN SUB-COMMITTEE

DATE: 1991 January 9

Please find attached, the 1991 proposed Budget for the Hamilton Status of Women Sub-Committee that was forwarded to the Manager of Budgets on 1990 November 20.

Since this budget was submitted, you informed me that the 1991 budget represented an increase in \$1,890.00 over 1990's allocation. Although the Committee requested \$12,338.55 in 1990, the Women's World Program portion of the budget was cut, reducing the budget by \$1,890.00.

The Hamilton Status of Women Sub-Committee did not agree with this budget cut and were not given the opportunity to discuss this matter with the Finance and Administration Committee. For this reason, the Sub-Committee has requested the same amount as last year (including the portion cut for Women's World).

The Committee does, however, realize that City Council is requesting a 0% budget increase over 1990 for 1991. In keeping with the City's fiscal responsibility, the following adjustments are to be made to our 1991 budget request to represent a 0% increase over monies allocated in 1990:

Have only one (1) seminar on relevant current issues @ \$1,050.00 (not two (2))

Reduce Community Relations Program from \$1,700.00 to \$860.00.

I trust this meets with your approval.

Please contact me at 546-3994 if you require additional information.

CC

HAMILTON MUNDIALIZATION COMMITTEE

1991 BUDGET REQUEST

TOTAL AMOUNT OF REQUEST — \$7,950

EXPENSE SUMMARY

Category <u>Description</u>	1991 <u>Budget</u>	1990 <u>Budget</u>	Actual <u>Expense</u>
I Public Events (1)	\$1,400.00	\$1,200.00	\$918.06
II Membership Fees	170.00	270.00	270.00
III Conference Attendance	380.00	480.00	230.00
IV Office Expenses	1,600.00	1,550.00	1,902.95
V Twin City Visits & Delegations	1,950.00	1,950.00	3,157.82
VI World Citizenship Dinner	2,550.00	2,550.00	2,129.70
VII Membership Income	(100.00)	(210.00)	(168.00)
	<hr/>	<hr/>	<hr/>
TOTAL	<u>7,950.00</u>	<u>7,790.00</u>	<u>8,440.53</u>

(1) 1991 Events are:

February 3 — 22nd Annual Interfaith Day — City Hall — followed by

Potluck (1990 Attendance 150+)

May 8 — Annual Meeting

October — U.N. Day

Youth Conference — Plans are in the works for May or June

Analysis: Detailed Income & Exp. Stmt.

Nov 20,90

Description	1989 ACTUAL	1990 BUDGET	1991 BUDGET
Detailed Income & Exp. Stmt.	(1)	(2)	(3)
Period 1: --- Begin	Jan 01,89	Jan 01,90	Jan 01,91
Period 1: --- End	Dec 31,89	Dec 31,90	Dec 31,91
Period 1: --- Type	A	B	B
(less) Period 2: --- Begin	000 00,00	000 00,00	000 00,00
(less) Period 2: --- End	000 00,00	000 00,00	000 00,00
(less) Period 2: --- Type			
Ratios: % of Account			
Graphs: # of Columns,Scale	0 0	0 0	0 0
Description	1989 ACTUAL	1990 BUDGET	1991 BUDGET
ANIMAL CONTROL CONTRACTS			
Ancaster Contract	35,441.04	50,439.00	56,379.00
Dundas Contract	43,943.04	47,423.00	0.00
Flamborough Contract	34,679.04	66,156.00	0.00
Glanbrook Contract	18,211.08	36,040.00	0.00
Hamilton Contract	752,620.80	798,911.00	* 894,682.00
Stoney Creek Contract	84,267.00	120,317.00	134,548.00
Misc. Municipal Services	0.00	0.00	0.00
Total Munic. Services	969,162.00	1,119,286.00	1,085,607.00

* 894,682.00

47,848.00

less amount for Capital

846,834.00

10,944.00

less adjustment for Sal. & Wages

835,890.00

to reflect estimated settlement

Municipal Contribution
for operations

Wildlife Nuisance
Program

30,000.00

Total Contribution

\$ 865,890.00

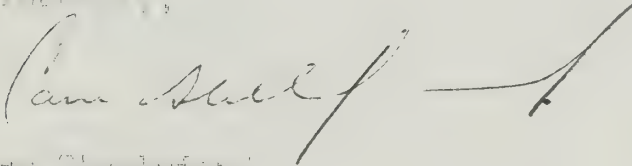
Analysis: Treasurer's Report

Nov 20, 90

Treasurer's Report		(1)	(2)	(3)
----	Begin	Jan 01,89	Jan 01,90	Jan 01,91
Period 1: -	End	Dec 31,89	Dec 31,90	Dec 31,91
----	Type	A	B	B
(less) ----	Begin	000 00,00	000 00,00	000 00,00
Period 2: -	End	000 00,00	000 00,00	000 00,00
----	Type			
Ratios:	% of Account			
Graphs:	# of Columns,Scale	0 0	0 0	0 0
Description		1989 ACTUAL	1990 BUDGET	1991 BUDGET
REVENUES				
Animal Control Contracts		969,162.00	1,119,286.00	1,085,607.00
Donations		324,742.24	371,700.00	368,500.00
Licence Revenues		272,290.00	236,004.00	234,000.00
Other Income		62,124.53	72,126.00	84,310.00
Service Income		171,111.44	182,250.00	167,900.00
Total Revenues		1,799,430.21	1,981,366.00	1,940,317.00
EXPENDITURES				
Wage and Benefit Expense		1,338,112.38	1,361,443.00	1,320,841.00
Vehicle Expense		89,780.36	89,400.00	91,728.00
Animal Care Costs		73,391.58	72,621.00	69,458.00
Operating Expenses		235,997.37	276,168.00	268,161.00
Administration Expense		101,084.85	77,691.00	88,030.00
TOTAL EXPENDITURES		1,838,366.54	1,877,323.00	1,838,218.00
Depreciation Expense		118,926.84	97,860.00	108,083.00
EXCESS OF INCOME OVER EXPENSES		157,863.17-	6,183.00	5,984.00-
Net Cash Flow From Operations		38,936.33-	104,043.00	102,099.00
Bequest Received		181,983.30	0.00	0.00
Cat Assistance		7,663.00-	0.00	0.00
Capital Grants		102,994.84-	38,930.00	0.00
Less:-				
Capital Expenditures		128,716.96	90,200.00	50,400.00
TOTAL NET CASH FLOW		96,327.83-	52,773.00	51,699.00
Description		1989 ACTUAL	1990 BUDGET	1991 BUDGET

The above information does seem to indicate that, which may be
difficult. Although I do not believe it would be unreasonable to
information. That is the allocation of the \$75,000 which is expected
by the U.S. O.R. for the control of weeds and insects. It is
O.R. funds, given the expected concentration of this problem in the
area of the T & M Creek, perhaps Regional funding for this control
program should be considered.

Sincerely,



Cam Stelfox

cc: Mr. G.
Ed Mathews
Mr. Terry Coole
John Thompson
John Hadden
Barbara Nelson
Marilyn Hawking



THE HAMILTON
SOCIETY FOR THE PREVENTION
OF CRUELTY TO ANIMALS

9(a) (i)

TREASURY	
1990 NOV 21	
ROUTE	R
C.C.M.	
I.R.H.	
T.W.D.	
N.R.A.	
T.B.	
G.D.	
A.N.	

Wednesday, November 21, 1990

Attention:- Kevin Beattie

Re:- 1991 Budget / Hamilton SPCA Services

Cam Stableford, General Manager

Following the loss of a substantial portion of original budget allocations for the purchase of Hamilton SPCA Services for the year 1991, we have learned that the Municipalities of Dundas, Stanbrook, and Stoney Creek will not be supplying SPCA Services to provide Animal Control for the year 1991.

This has required a reduction in our Operating Budget in order to compensate for the loss of revenue in the amount of approximately, \$170,000. Although this loss in revenue implies a greater proportionate burden of costs for the City of Hamilton, we have attempted to reduce our costs in all areas sufficiently, so that we will not be required to request additional funding (beyond the level already requested) from the City of Hamilton for the year 1991. Should 1992 see the loss of Animal Control Contracts with Stoney Creek and Ancaster, an additional \$190,000 would have to be made up, which will in all likelihood result in an adjustment to the City of Hamilton fee by a considerable margin at that time. This adjustment, in addition to inflation could be in the order of \$125,000 - \$150,000. The approximate amount of such an adjustment was addressed by the Executive Committee last year in considering the impact on the City, if all Municipal Contracts were lost.

You will note from the attached statements that overall expenditures are being maintained at 1989 levels, indicating the negative growth in operations.

In order to achieve a "zero" growth position, in terms of the fees paid by the City of Hamilton, a reduction of \$47,923 would be required from the present budget position. At the present time, staff resources are such that the three Municipalities of Hamilton, Ancaster and Stoney Creek can be properly served. In view of the \$170,000 by which the budget has already been reduced to accommodate lost revenue from other Municipalities, the only flexibility remaining unfortunately is in the area of staffing. We believe that further reductions in this area would impede service levels to a point where they are less than satisfactory.

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MAYOR'S RACE RELATIONS COMMITTEE

1991 BUDGET

Telephone	City Clerk's Department
Postage	\$ 1,000.00
Office Supplies & Stationery	700.00
Committee Sponsored Seminars (3)	7,500.00
Travel for Attendance at Out-of-Town Seminars	1,000.00
Cultural Exchanges	1,500.00
Monthly Meeting Expenses	<u>800.00</u>
1991 BUDGET REQUEST	\$12,500.00

Adopted by the Mayor's Race Relations Committee at their regular meeting held 1991 January 25.

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COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT PAYMENT-IN-LIEU OF TAXES

1991 BUDGET WORKSHEET - FORM NO.1
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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9+4) (10)	PERCENT (10/7) (11)	INCREASE + DECREASE OVER 1990 ESTIMATE
** CENTER 03001 CANADIAN-FEDERAL PROPERTIES											
41201 CITY OF HAMILTON		642,985	588,680	53,810		642,490		642,490	53,810	9.1	
41202 H/W REGION		529,420	529,420	82,560		611,980		611,980	82,560	15.6	
CENTRE 03001	TOTALS	1,172,405	1,118,100	136,370		1,254,470		1,254,470	136,370	12.2	
** CENTER 03102 CANADA ENTERPRISES-MOHAWK GARDENS											
41201 CITY OF HAMILTON		29,244	29,540	1,750		31,290		31,290	1,750	5.9	
41202 H/W REGION		27,856	26,560	3,250		29,810		29,810	3,250	12.2	
41203 PUBLIC SCHOOL-ELEMENTARY		43,649	39,660	7,040		46,700		46,700	7,040	17.8	
41205 SEP SCHOOL-ELEMENTARY		9,506	8,050	2,120		10,170		10,170	2,120	26.3	
CENTRE 03102	TOTALS	110,255	103,810	14,160		117,970		117,970	14,160	13.6	
** CENTER 03104 CANADA ENTERPRISES-ROXBOROUGH PARK											
41201 CITY OF HAMILTON		103,324	104,370	6,190		110,560		110,560	6,190	5.9	
41202 H/W REGION		98,418	93,860	11,450		105,310		105,310	11,450	12.2	
41203 PUBLIC SCHOOL-ELEMENTARY		154,218	140,140	24,880		165,020		165,020	24,880	17.8	
41205 SEP SCHOOL-ELEMENTARY		33,587	28,430	7,510		35,940		35,940	7,510	26.4	
CENTRE 03104	TOTALS	389,547	366,800	50,030		416,830		416,830	50,030	13.6	
** CENTER 03106 CANADIAN ENTERPRISES-VARIOUS											
41201 CITY OF HAMILTON		880	890	50		940		940	50	5.6	
41202 H/W REGION		839	800	100		900		900	100	12.5	
41203 PUBLIC SCHOOL-ELEMENTARY		1,314	1,190	210		1,400		1,400	210	17.6	
41205 SEP SCHOOL-ELEMENTARY		286	240	70		310		310	70	29.2	
CENTRE 03106	TOTALS	3,319	3,120	430		3,550		3,550	430	13.8	

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41202 H/W REGION
41203 PUBLIC SCHOOL-ELEMENTARY
41205 SEP SCHOOL-ELEMENTARY

CENTRE 03210 TOTALS

** CENTER 03212 ONTARIO-MCMMASTER UNIVERSITY (\$ 160)

41201 CITY OF HAMILTON
41202 H/W REGION

CENTRE 03212 TOTALS

** CENTER 03214 ONTARIO-MOHAWK COLLEGE (\$ 160)

41201 CITY OF HAMILTON
41202 H/W REGION

CENTRE 03214 TOTALS

** CENTER 03216 ONTARIO-VARIOUS OTHER

41201 CITY OF HAMILTON
41202 H/W REGION

CENTRE 03216 TOTALS

** CENTER 03218 ONTARIO-CORRECTIONAL INSTITUTIONS

41201 CITY OF HAMILTON
41202 H/W REGION

CENTRE 03218 TOTALS

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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT PERCENT (9+4) (10) (11)	INCREASE + DECREASE OVER 1990 ESTIMATE (12)
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** CENTER 03252 ONTARIO - HOSPITALS

41201 CITY OF HAMILTON		137,615	134,650			133,870		133,870	780-	5.6-
41202 H/W REGION		123,780	121,100			127,500		127,500	6,400	5.3
CENTRE 03252	TOTALS	261,375	255,750			261,370		261,370	5,620	2.2

** CENTER 03254 ONTARIO - CORRECTIONAL INSTITUTIONS

41201 CITY OF HAMILTON		16,269	19,230			15,830		15,830	3,400-	17.7-
41202 H/W REGION		14,631	17,290			15,070		15,070	2,220-	12.8-
CENTRE 03254	TOTALS	30,900	36,520			30,900		30,900	5,620-	15.4-

** CENTER 03301 ONTARIO ENTERPRISES - ONTARIO HOUSING

41201 CITY OF HAMILTON		1,670,086	1,692,360			1,787,000		1,787,000	94,640	5.6
41202 H/W REGION		1,590,776	1,521,970			1,702,130		1,702,130	180,160	11.8
41203 PUBLIC SCHOOL-ELEMENTARY		2,483,614	2,263,280			2,656,400		2,656,400	393,120	17.4
41205 SEP SCHOOL-ELEMENTARY		540,688	459,090			578,530		578,530	119,440	26.0
CENTRE 03301	TOTALS	6,284,164	5,936,700			6,724,060		6,724,060	787,360	13.3

** CENTER 03302 ONTARIO ENTERPRISES - ONTARIO HYDRO

41201 CITY OF HAMILTON		1,266,318	1,129,880			1,263,740		1,263,740	133,860	11.8
41202 H/W REGION		1,014,029	1,016,130			1,176,230		1,176,230	160,100	15.8
41203 PUBLIC SCHOOL-ELEMENTARY		1,205	1,090			1,290		1,290	200	18.3
41205 SEP SCHOOL-ELEMENTARY		262	220			280		280	60	27.3
CENTRE 03302	TOTALS	2,281,814	2,147,320			2,441,540		2,441,540	294,220	13.7

** CENTER 03303 ONTARIO ENTERPRISES - L.C.B.D.

41201 CITY OF HAMILTON		77,043	74,720			79,050		79,050	4,330	5.8
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41202 H/W REGION		67,200	67,200	8,090		75,290		75,290	8,090 12.0
CENTRE 03303	TOTALS	144,243	141,920	12,420		154,340		154,340	12,420 8.8
** CENTER 03304	MUNICIPAL ENTERPRISES-HAMILTON HYDRO								
41201 CITY OF HAMILTON									
41202 H/W REGION									
CENTRE 03304	TOTALS								
** CENTER 03305	MUNICIPAL ENTERPRISES-WATER WORKS								
41201 CITY OF HAMILTON									
41202 H/W REGION									
CENTRE 03306	TOTALS								
** CENTER 03352	ONTARIO ENTERPRISES-UNIFIED FAMILY COURT								
41201 CITY OF HAMILTON		66,595	64,420	3,820		68,240		68,240	3,820 5.9
41202 H/W REGION		57,930	57,930	7,070		65,000		65,000	7,070 12.2
CENTRE 03352	TOTALS	124,525	122,350	10,890		133,240		133,240	10,890 8.9
** CENTER 03399	ONTARIO ENTERPRISES - VARIOUS OTHER								
41201 CITY OF HAMILTON		138,572	83,500	33,600		117,100		117,100	33,600 40.2
41202 H/W REGION		75,100	75,100	36,430		111,530		111,530	36,430 48.5
CENTRE 03399	TOTALS	213,672	158,600	70,030		228,630		228,630	70,030 44.2
** CENTER 03402	MUNICIPAL ENTERPRISES - WATER WORKS								
41201 CITY OF HAMILTON		994,604	884,950	96,250		981,200		981,200	96,250 10.9

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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	INCREASE + DECREASE - OVER 1990 ESTIMATE (9-4) (10)	PERCENT (10/4) (11)
41202 H/W REGION		795,860	795,860	138,740		934,600		934,600	138,740	17.4
CENTRE 03402	TOTALS	1,790,464	1,680,810	234,990		1,915,800		1,915,800	234,990	14.0
** CENTER 03404	MUNICIPAL ENTERPRISES-PARKING AUTHORITY									
41201 CITY OF HAMILTON		657,450	642,920	12,780-		630,140		630,140	12,780-	2.0-
41202 H/W REGION		578,190	578,190	22,020		600,210		600,210	22,020	3.8
CENTRE 03404	TOTALS	1,235,640	1,221,110	9,240		1,230,350		1,230,350	9,240	.8
** CENTER 03406	MUNICIPAL ENTERPRISES - HAMILTON HYDRO									
41201 CITY OF HAMILTON		396,007	354,270	37,340		391,610		391,610	37,340	10.5
41202 H/W REGION		318,600	318,600	54,420		373,020		373,020	54,420	17.1
CENTRE 03406	TOTALS	714,607	672,870	91,760		764,630		764,630	91,760	13.6
** CENTER 03410	DEDUCT EDUCATION & REGION PORTION									
41202 H/W REGION		6,102,093-	5,994,910-	946,850-		6,941,760-		6,941,760-	946,850-	15.8
41203 PUBLIC SCHOOL-ELEMENTARY		3,267,329-	2,971,390-	554,650-		3,496,040-		3,496,040-	554,650-	18.9
CENTRE 03410	TOTALS	9,369,422-	8,966,300-	1,501,500-		10,437,800-		10,437,800-	1,501,500-	16.8
** CENTER 03502	REGIONAL ENTERPRISES - H.S.R.									
41201 CITY OF HAMILTON		648,038	217,170	182,180		399,350		399,350	182,180	83.9
41202 H/W REGION		195,300	195,300	185,090		380,390		380,390	185,090	94.8
CENTRE 03502	TOTALS	843,338	412,470	367,270		779,740		779,740	367,270	89.0
DEPARTMENT TOTALS		7,527,971	6,666,030	650,720		7,316,750		7,316,750	650,720	9.8

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COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT TRANSFERS TO/FROM RESERVES

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	CCOUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9-4) (10)	PERCENT (10/4) (11)	INCREASE + DECREASE - OVER 1990 ESTIMATE
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** CENTER 23100 TRANSFER FROM RESERVES

47011	RESERVE-IVOR WYNNE	406,500	406,500	406,500		500,000		500,000	406,500-100.0		
47012	RESERVE-SNOW REMOVAL	230,890	230,890	269,110		500,000		500,000	269,110	116.6	
47013	RESERVE-CAPITAL PROJECTS	118,500	118,500	118,500		668,240		668,240	118,500-100.0		
47019	RESERVE-FOR CONTINGENCY	412,350	412,350	255,890		668,240		668,240	255,890	62.1	
47020	RESERVE-MAJOR REPAIRS										
47021	RESERVE-ANNUALIZATION										
	TOTALS	1,168,240	1,168,240	1,168,240		1,168,240		1,168,240			
CENTRE 23100											
DEPARTMENT TOTALS		1,168,240	1,168,240			1,168,240		1,168,240			

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COMPANY CORPORATION OF THE CITY OF HAMILTON
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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT - PERCENT (9-4) (10) (10/4) (11)	INCREASE + DECREASE OVER 1990 ESTIMATE
** CENTER										
46001	INTEREST-INVESTMENTS	4,212,124	4,600,000	1,100,000-		3,500,000		3,500,000	1,100,000-	23.9-
	TOTALS	4,212,124	4,600,000	1,100,000-		3,500,000		3,500,000	1,100,000-	23.9-
** CENTER										
46101	TAX PENALTIES & INTEREST	4,750,996	3,160,000	1,940,000		5,100,000		5,100,000	1,940,000	61.4
	TOTALS	4,750,996	3,160,000	1,940,000		5,100,000		5,100,000	1,940,000	61.4
** CENTER 24136 UNION RECOVERIES										
48301	ABSENCES-LOCAL 167									
48302	ABSENCES-LOCAL 5									
	TOTALS									
** CENTER 24138 EXCESS FUNDS-SPECIFIC PROJECTS-PRIOR YRS										
47101	EXCESS FUNDS-CURRENT	16,751	25,000	10,000-		15,000		15,000		
47102	EXCESS FUNDS-CAPITAL									
47103	MAPLE LEAF GARDENS TIG	91,297								
47104	TRADE LICENSE FEE-NET	108,048	25,000	10,000-		15,000		15,000		
	TOTALS	205,096	25,000	10,000-		15,000		15,000		
** CENTER 24142 VEHICLE INSURANCE PREMIUMS										
44113	AUTO INSURANCE	254,590-	178,140-	106,260-		284,400-		284,400-	106,260-	59.6

COMPANY CORPORATION OF THE CITY OF HAMILTON
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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	INCREASE + DECREASE OVER 1990 ESTIMATE (9-10) (10)	AMOUNT PERCENT (9-4) (10/4) (11)
48001	REC-INSURANCE PREMIUMS	694,086	696,610	6,140		702,750		702,750	6,140	.9
CENTRE 24142	TOTALS	439,496	518,470	100,120-		418,350		418,350	100,120-	19.3-
** CENTER 24148	PARKING LOTS SURPLUS/DEFICIT									
44801	CITY HALL-SQUARE-PKG LOT	20,021	40,860	60,780-		19,920-		19,920-	60,780-	148.8-
44802	JACKSON SQUARE-PKG LOT	340,586	243,550	328,630-		85,080-		85,080-		
44803	253 YORK BLVD-PKG LOT									
44804	CENTURY STREET-PKG LOT	2,597-	2,020-	1,410-		3,430-		3,430-	1,410-	69.8
44805	MAGILL STREET-PKG LOT	2,373	3,570-	290		3,280-		3,280-	290	8.1-
44806	BAY & CANNON-PKG LOT	11,754-	15,770-	980-		16,750-		16,750-	980-	6.2
44807	QUEEN & PLESS-PKG LOT	16,318-	22,970-	1,250		21,720-		21,720-	1,250	5.4-
44808	SHERATON HOTEL-PKG LOT									
44809	YORK BOULEVARD-PARKETTE	2,571-	10,530	3,520-		7,010		7,010	3,520-	33.4-
CENTRE 24148	TOTALS	329,740	250,610	393,780-		143,170-		143,170-	393,780-	157.1-
** CENTER 24149	URBAN RENEWAL-GROUND LEASES-L.D. JACKSON									
44705	RENTALS-CITY'S SHARE	120,880	122,880			122,880		122,880		
CENTRE 24149	TOTALS	120,880	122,880			122,880		122,880		
** CENTER 24150	REDUCED FARE BUS PASSES									
44045	GROUP A BUS PASSES									
44046	GROUP B BUS PASSES									
44047	SENIORS BUS PASSES									
CENTRE 24150	TOTALS									
** CENTER 24154	INTEREST FREE LOANS									
48501	OPERA HAMILTON									

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COMPANY CORPORATION OF THE CITY OF HAMILTON
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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT - PERCENT (9-4) (10) (11)	INCREASE + DECREASE - OVER 1990 ESTIMATE (10/4) (11)
48502	ROSEDALE TENNIS CLUB	2,100	2,100			2,100		2,100		
48503	NAVY LEAGUE OF CANADA									
CENTRE 24154	TOTALS	2,100	2,100			2,100		2,100		
** CENTER 24201	UNCLASSIFIED	127,170	70,000	20,000-		50,000		50,000	20,000-	28.6-
40010	EXPECTED REVENUE									
44028	WITNESS FEES									
44050	PED BRDG-RECOV FRM GGS									
44054	PHOTOCOPIER REVENUE									
44207	SCRAP METAL									
44299	SALES TAX									
44501	BELL TELEPHONE									
46003	INTEREST-LEGAL CLAIMS									
47018	RESERVE-SPECIAL PROJECTS									
48017	RECOVERY-EXCISE TAX									
48301	ABSENCES-LOCAL 167									
48401	CHEQUES WRITTEN OFF									
48402	FED-CANADA SAVINGS BONDS									
48403	DISCOUNT-KELLY GIRL ACC.									
48404	RECOVERY-SICK BANK ACC.									
48405	TORONTO SUN VENDING									
48406	FEDERAL EXCISE TAX									
48407	BOLYER INSURANCE REFUND									
48408	RECOVERY-MEDICAL FEES									
48409	ABANDON-AGREEE-ROBINSONS									
48410	SALE-USED FURNITURE									
48411	PALMER LIEN RE LIBRARY									
48412	EXCESS REVENUE-O.M.R.A.									
48413	INVENTORY VARIANCE									
48414	VENDING MACH. REV. WASHRMS									
48415	DAMAGE CLAIMS RECOVERY									
48417	C.P.P. AND U.I.C. ADJUST									
48418	OMERS REFUNDS									
48499	OTHER REVENUES									
CENTRE 24201	TOTALS	127,170	70,000	20,000-		50,000		50,000	20,000-	28.6-
DEPARTMENT TOTALS		10,090,854	8,749,060	316,100		9,065,160		9,065,160	316,100	3.6

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT CITY CLERKS

PAGE
BUDGET90-
02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	CCUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	INCREASE + DECREASE OVER 1990 ESTIMATE AMOUNT PERCENT (9-4) (10) (11)
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** CENTER 12001 ADMINISTRATION

44208 PHOTOCOPIES
44217 SALE OF BY-LAWS
48001 REC-INSURANCE PREMIUMS

CENTRE 12001 TOTALS

** CENTER 12004 LICENSE SECTION
47104 TRADE LICENSE FEE-NET 150,096

64048 IDENTIFICATION-PHOTOS
45101 PRIOR YEAR GENERAL
45102 CURR. YR LOTTERIES-BINGO
45103 PRIOR YR LOTTERIES-BINGO
45110 CURRENT YEAR GENERAL
45120 MARRIAGE
45121 ANIMAL TAG
48019 RECOV.-IDENTIFICATION

CENTRE 12004 TOTALS

** CENTER 12008 ELECTION

47007 RESERVE FOR ELECTIONS
48007 AREA MUNICIPALITIES

CENTRE 12008 TOTALS

** CENTER 12020 SERVICE SECTION-MAIL & PRINTING

44212 PRINTING SERVICES

CENTRE 12020 TOTALS

9(C)16

9(0)17.

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT CITY CLERKS

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9-4) (10)	PERCENT (10/4) (11)	INCREASE + DECREASE - OVER 1990 ESTIMATE
HAMILTON FARMERS MARKET											
** CENTER 12030											
44101 RENTAL-MARKET		400,124	400,890		20,050	420,940		420,940	20,050	5.0	
44214 PROMOTIONAL MATERIALS											
44299 SALES TAX											
CENTRE 12030	TOTALS	400,124	400,890		20,050	420,940		420,940	20,050	5.0	
ENFORCEMENT OF NO SMOKING BY-LAW											
** CENTER 12034											
44213 NO SMOKING SIGNS											
CENTRE 12034	TOTALS										
REGIONAL CHARGEBACK-TRADE LICENCES											
** CENTER 12090											
45130 TRADE EXAMINATIONS											
45131 TRADE LICENCE FEES											
CENTRE 12090	TOTALS										
REGIONAL CHARGEBACK-TRADE EXAMINATIONS											
** CENTER 12091											
45130 TRADE EXAMINATIONS											
CENTRE 12091	TOTALS										
DEPARTMENT TOTALS		1,636,043	1,293,990	147,150	31,800	1,474,940		1,474,940	180,950	14.0	

COMPANY CORPORATION OF THE CITY OF HAMILTON

PAGE BUDGET90
02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT (9-4) (10)	PERCENT (10/4) (11)	INCREASE + DECREASE - OVER 1990 ESTIMATE
** CENTER 25003	O.M.T.P CLEARING										
48005	PROVINCIAL GOVERNMENT										
CENTRE 25003	TOTALS										
** CENTER 25110	BUDGETS, SUBSIDIES & CASH MANAGEMENT										
46001	INTEREST-INVESTMENTS										
46002	INTEREST-RESERVE-TRUST										
46004	LONG TERM INTEREST										
46005	INTEREST CR. TO VAR RESULT										
CENTRE 25110	TOTALS										
** CENTER 25205	PENSIONS & GROUP INSURANCE										
48009	HMRF										
CENTRE 25205	TOTALS										
** CENTER 25210	ACCOUNTS PAYABLE										
46201	DISCOUNTS EARNED										
CENTRE 25210	TOTALS										
** CENTER 25320	SUNDRY REVENUE										
47105	N.S.F. CHEQUE FEE	42	80,000	13,300		13,300		13,300	13,300		
48006	PUBLIC	63,065		13,720		66,280		66,280	13,720		
48016	RECOVERY-LAWYERS										
CENTRE 25320	TOTALS	63,107	80,000	420		79,580		79,580	420		

7C18.

9(C) 19.

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT TREASURY

1991 BUDGET WORKSHEET - FORM NO. 1
REVENUE ESTIMATES

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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	INCREASE + DECREASE - OVER 1990 ESTIMATE AMOUNT PERCENT (9-4) (10/4) (10) (11)
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** CENTER 25325 PARKING METER COLLECTION

44041 METER COLLECTION FEE	52,431	54,940				54,940		54,940	
48027 TRANSFER TO PARK. AUTH.	52,431	54,940				54,940		54,940	
CENTRE 25325 TOTALS									

** CENTER 25335 TAXATION

44039 SERVICES-SPECIFIC PROP.	290,575	306,000	15,430			290,570		290,570	15,430- 5.0-
45008 TAX CERTIFICATES	125,260	163,420			17,890	181,310		181,310	17,890 10.9
46101 TAX PENALTIES & INTEREST		10,000	18,000			28,000		28,000	18,000 180.0
48003 REC-TAX REGISTRATIONS									
48008 ADMINISTRATIVE O.H.									
CENTRE 25335 TOTALS	415,835	479,420	2,570		17,890	499,880		499,880	20,460 4.3

** CENTER 25425

45004 PROPERTY PLAN

CENTRE 25425 TOTALS

DEPARTMENT TOTALS

478,942	559,420	2,150	17,890	579,460	579,460	20,040	3.6
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COMPANY CORPORATION OF THE CITY OF HAMILTON 1991 BUDGET WORKSHEET - FORM NO.1
DEPARTMENT REAL ESTATE REVENUE ESTIMATES

PAGE
BUDGET90-
02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	INCREASE + DECREASE - OVER 1990 ESTIMATE AMOUNT PERCENT (9-4) (10/4) (10) (11)
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** CENTER 30001 ADMINISTRATION

43108 HAMILTON HSE-ADMIN. FEE
44007 APPLICATION FEES
44044 ADMIN. FEE-DEMOLITIONS
48007 AREA MUNICIPALITIES

730 1,000
===== 1,000
730 1,000
===== 1,000
=====

CENTRE 30001

TOTALS

DEPARTMENT TOTALS

===== 1,000
730 1,000
===== 1,000
=====

9(c) 20

9(c) 21

COMPANY CORPORATION OF THE CITY OF HAMILTON
DEPARTMENT PROPERTY

1991 BUDGET WORKSHEET - FORM NO.1
REVENUE ESTIMATES

PAGE
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ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT PERCENT (9-4) (10/4) (11)	INCREASE + DECREASE OVER 1990 ESTIMATE
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** CENTER 31001 ADMINISTRATION

44207 SCRAP METAL
44215 SCRAP MATERIAL

CENTRE 31001 TOTALS

** CENTER 31102 MAINTENANCE CITY HALL

44119 RENTAL-CITY HALL
45007 PARKING PERMIT

CENTRE 31102 TOTALS

** CENTER 31103 MAINTENANCE OF PUBLIC BUILDINGS

48006 PUBLIC
48008 ADMINISTRATIVE O.H.

CENTRE 31103 TOTALS

** CENTER 31106 CIVIC PROPERTIES RENTED

44104 RENTAL-CIVIC PROPERTY
48006 PUBLIC
48025 RECOV-MENTAL HEALTH

CENTRE 31106 TOTALS

DEPARTMENT TOTALS

801,376	842,380	71,120-	2,180	773,440	773,440	68,940-	9.2-
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COMPANY CORPORATION OF THE CITY OF HAMILTON 1991 BUDGET WORKSHEET - FORM NO.1
DEPARTMENT FIRE REVENUE ESTIMATES

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02/01/91

ACCOUNT (1)	DESCRIPTION (2)	1990 ACTUAL (3)	1990 ESTIMATE (4)	ADJUSTMENT TO 1990 ESTIMATE INCREASE+ DECREASE- (5)	INFLA- TIONARY COST (6)	1991 ORIGINAL ESTIMATE (4+5+6) (7)	COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (8)	1991 RESULTANT APPROPRIA- TION (7+8) (9)	AMOUNT - PERCENT (9-4) (10/4) (10) (11)	INCREASE + DECREASE OVER 1990 ESTIMATE
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** CENTER 48001 ADMINISTRATION

43106	FIRE SERVICES - MIC	17,320	8,000	3,500		11,500		11,500	3,500	43.8
44029	FIRE INSPECTION FEES	61,130	65,000	10,000		55,000		55,000	10,000	15.4
44120	FIRE TRAINING COMPLEX	19,325	7,000	7,000		14,000		14,000	7,000	100.0
44121	FIRE STATIONS & EQUIP.	450								
44209	FIRE-MATERIALS & SUPPLIES	30								
48007	AREA MUNICIPALITIES									
	TOTALS	98,255	80,000	500		80,500		80,500	500	.6

** CENTER 48005 MOTOR APPARATUS-OPERATIONS

47006	RESERVE FOR MAJOR REPAIRS									
	TOTALS									

** CENTER 48025 MOHAWK COLLEGE OFC-INSPECTION TRAINING

48013	MOHAWK COLLEGE									
	TOTALS									

DEPARTMENT TOTALS

	TOTALS	98,255	80,000	500		80,500		80,500	500	.6
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9(C)22

9(d)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 4

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: 1991 Service/Program Reduction Process

RECOMMENDATION:

- a) that for presentation to the Standing Committees during the initial review of the 1991 Current Budget Estimates, all Service/Program Reduction packages ranked and incorporated into the departmental zero increase estimate budget, be segregated into in-camera packages which involve staff and public packages which involve non-staff issues;
- b) that the Standing Committee review all of the Service/Program reduction and
 - i) agree to the service level reduction, which would then be submitted to the Committee of the Whole for information that this service level has been cut, or;
 - ii) "Add-back" the Service/Program package for the consideration of the Committee of the Whole, with an understanding that this "Add-back" would (at least temporarily) increase the tax-requirement to some point above a "zero increase";
- c) that all staff implicated by the Service/Program reduction packages be notified in an appropriate manner at the conclusion of the initial Standing Committee review that their position has been deleted by way of this budget process, or has been "Added-back" for consideration of the Committee of the Whole, which may at that point be deleted, and that staff understand that these service level cuts do not reflect their capabilities, and all steps will be taken to ensure that they are reassigned and/or compensated appropriately;
- d) that all "Add-back" Service/Program packages will be ranked by the management team to assist the Committee of the Whole in their consideration of these "Add-back" packages;
- e) that the Committee of the Whole at a special meeting to be arranged around the middle of March, review in public all "Added-back" packages in addition to the Service level cuts previously agreed to by the

J. D. Thompson
4 February 1991

RECOMMENDATION - Cont'd:

- e) Standing Committees, to finalize the ranking of all Service/Program reduction packages and to determine the tax funding requirement for 1991.


E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The Service/Program reduction packages approximate \$6 million, and in most cases involve deleting staff positions to achieve the service level cuts. Due to the sensitivity of discussing staff positions, these packages should be discussed in-camera at the Standing Committee level to confirm the direction of these service level cuts. Staff would then be advised, and consideration of these packages would be in public session by the Committee of the Whole.

BACKGROUND:

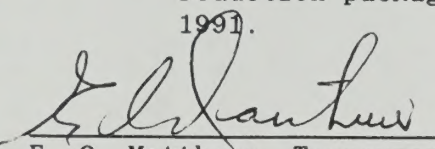
At the special Finance and Administration Committee meeting held on 29 January, 1991, with invited members of City Council, an overview was presented which outlined that in order to achieve a "Zero" tax increase, Service/Program packages totalling \$6 million have to be prepared. The service level cuts would involve permanent positions and thereby existing staff. This recommendation is prepared to provide a process for dealing with these proposed Service/Program package reductions, especially those packages which involve staff.

c.c. His Worship Mayor Robert M. Morrow and Members of City Council
Mr. Lou Sage, Chief Administrative Officer
Management Team

J. D. Thompson
4 February 1991

RECOMMENDATION - Cont'd:

- e) Standing Committees, to finalize the ranking of all Service/Program reduction packages and to determine the tax funding requirement for 1991.



E. C. Matthews, Treasurer

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BACKGROUND:

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c.c. His Worship Mayor Robert M. Morrow and Members of City Council
Mr. Lou Sage, Chief Administrative Officer
Management Team

J. B. Thompson
2 February 1961

MEMORANDUM FOR THE SECRETARY

1. During the past several years, the Bureau of Land Management has been studying the feasibility of establishing a national system of public lands management. This study is being conducted in cooperation with the Department of the Interior and the Department of Agriculture.

2. The study is being conducted in three phases. The first phase is to determine the scope of the study. The second phase is to determine the methodology to be used. The third phase is to determine the results of the study.

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